

**MINUTES**  
**Joint meeting of**  
**Faculty Senate Committees on Technology and University Planning**  
**With**  
**Classroom Planning Committee**  
**Thursday, December 6, 2018; 3:30 pm**  
**Business Building, room 1092**  
**Zoom Meeting ID: 606 731 998**

Present: Be Stoney, Behrooz Mirafzal, Bob Larson, Brett DePaola, Brian McCornack, Jared Durtschi, Lisa Shappee, Mark Stadlander, Michael, Raine, Ryan Otto, Victor Valdez, Jeffrey Stevenson, Katie Kingery-Page, Valerie Barnett, Robert Hachiya, Heather Reed, Brad Behnke, Laurel Littrell, Durant Bridges, Jessica Meekins, Jordan Kiehl, Brian Lindshield

Proxies: Steve Martini for Heather Reed

Guests and visitors: Greg Akins, Robert Howard, Heather Mills, Loleta Sump, Brian Niehoff, Cindy Bontrager, Rebecca Gould

1. Valerie Barnett, Co-Chair of FSCOUP, called the meeting to order at 3:30 pm.
2. The November 1<sup>st</sup> FSCOT minutes were not available for approval.
3. Swipe Cards – Greg Akins and Robert Howard  
Greg Akins and Robert Howard discussed the current issues we face due to multiple swipe cards being used across campus instead of a standardized card. They would like to identify campus-wide standards for card technology and develop a transition plan to a single standard card. This also would include identifying a process for interfacing between the KSU ID center and access management systems. There would be a need to establish a standard software platform and form a governing body to help set standards. This proposal will pave the way for electronic access at external door access points and could provide one-card access to other services, such a library services, etc.

The next steps are to present a proposal to administration in the upcoming months, however, they want feedback from various groups prior to doing this.

Discussion: Would individuals who have current systems need to come up to spec with any access system approved and if so, who would pay for it? It was noted that perhaps these existing systems may be grandfathered in and when they are scheduled for replacement they could be transitioned over to what is in place at that time. Another concern raised was whether the wrong person could accidentally be granted access to a place where they shouldn't have it if access is granted by a central

office. Access would still be administered by those who are aware of who should be granted it. Cost was also inquired about and discussed. A substantial portion of the cost would have to do with the infrastructure, such as card readers.

It was reiterated that this is the feedback stage, before they move forward with looking at various products etc. If there are further comments or questions, please contact Greg or Robert with these ([gdakins@ksu.edu](mailto:gdakins@ksu.edu) or [baxdrex@ksu.edu](mailto:baxdrex@ksu.edu)).

4. Review classroom planning committee plans for upcoming classroom renovations – Heather Mills (3:51 pm)

Mills would like to obtain feedback from this group. She reported that Willard 115 is plotted for remodel, but not until after 2020. Planning and construction will be their long-range project. However, Willard 25, which is currently a 25 seat classroom can be scheduled as a summer project. These smaller classrooms, which will have changes to furniture, paint, or other more cosmetic changes, can be completed over a summer break or a smaller frame of time.

Their focus is on A/V, IT, acoustics, sightlines, lighting, interior functions, dry erase boards, and the like. Through feedback received from the student survey they completed last year, it was learned that much can be accomplished to address students' requests by some simpler renovations, rather than larger projects. They still plan on the larger projects, but want to make changes now that can have an impact on the greatest number of students.

5. Discuss classroom technology standards

- A. What works?

Mills inquired from members about what works in the classrooms now.

Independent projectors are nice so you can run multiple things at the same time.

Having a document camera in the ceiling is useful as well. This can be used in place of a white board when showing a PowerPoint but you're also wanting to write things down for those attending to see. This eliminates the challenge of having to use a white board where there is also a projector screen.

- B. What items would be helpful in the classroom

A challenge is having flexibility, such as mobile tables, but also having plug in stations, for charging laptops, tablets, etc. Having more rooms with some form of video capture capabilities. Wireless connectivity was brought up and having an instructor be able to share from their own computers... such as an active learning classroom (a picture was shown).

Collaborative classrooms do not seem to be heavily used just yet. An adjustable podium, or some area set aside for the instructor's use is a plus.

6. Discuss teaching styles and classroom layout preferences.

Tiered and clustered environments were discussed. These allow students more access to work collaboratively with each other. Various photos of examples were shown. Brief conversation occurred regarding classroom space where an instructor is in the middle of the room.

7. Discuss furniture standards

A. What works

Larger classroom size is needed for flexible work stations, which seem to work well for students. In the survey feedback was received that students do not enjoy being “squeezed” into a classroom space, so to speak.

B. What items would be helpful in the classroom

Students have mentioned they would like more space, such as tables and chairs vs. tablet armchairs. In some settings, the moveable tablet arm chairs work well, but not as a general rule. Additionally, students have mentioned a desire for more comfortable seating and a vibrant class environment, which produces a more comfortable and mentally stimulating space to learn in.

A request was made that faculty perhaps be able to see some spaces or tour them on our campus that are available already in order to see possible furniture layouts that may be workable. Mills believed this was possible

Heather thanked all for their feedback and they will continue to request this feedback as they move forward.

8. Announcements/Other

If there are additional questions or comments related to either the swipe cards or classroom planning presentations, please feel free to contact Greg, Robert, or Heather.

9. The meeting was adjourned at 4:26 pm.