## Committee Members and Meetings Attendance:

The following is a list of committee members, meeting dates, and attendance therein.

<table>
<thead>
<tr>
<th>Senate Members</th>
<th>09/07</th>
<th>01/10</th>
<th>02/14</th>
<th>03/14</th>
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<tr>
<td>Albu, Titus (CAS, Chemistry)</td>
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<td>Baker, Carrie (CHEPS, HHP)</td>
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<td>Barioli, Francesco (CAS, Mathematics)</td>
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<td>Eckelmann, Susan (CAS, History)</td>
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<td>Elliott Trevor (CECS, Mechanical Engineering)</td>
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<td>Kendall, Catherine (CHEPS, Interior Architecture &amp; Design)</td>
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<td>Kim, Jisook (CAS, Chemistry)</td>
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<td>Peyer, Karissa (CHEPS, Health &amp; Human Performance)</td>
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<td>Smith, Wes (Library, Studio)</td>
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<td>Sompayrac, Joanie (COB, Accounting)</td>
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<td>Christina Craig (Undergraduate Rep)</td>
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<td>Modupe Omotajo (Graduate Rep)</td>
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<th>Ex Officio Members</th>
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<td>Behneman, Donny (Provost)</td>
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<td>Carroll, Troy (Walker Center for Teaching and Learning)</td>
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<td>Liedtka, Theresa (Library)</td>
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<td>Parsley, Tony (IT)</td>
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<td>Rigler, Michelle (Disability Resources Center)</td>
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<td>Tyler, Kenny (Facilities Planning and Management)</td>
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Charge and Responsibilities:

The Learning Environment committee is responsible for helping faculty identify and assess the best design requirements needed to successfully achieve desired student learning outcomes.

The establishment of this advisory committee ensures that faculty input is given at the early stages of discussions on academic matters affecting faculty, students, and the learning environment at UTC, in relation to the best design requirements needed for students to achieve learning outcomes.

The Committee shall make recommendations to the Faculty Senate on matters including, but not limited to the teaching and learning environment, course design, room design, and course/classroom technology.

The Committee shall provide multiple channels of communication among the Faculty Senate, faculty-at-large, Administration, relevant staff units, and Student Government association on matters affecting the learning environment at UTC.

The Committee shall serve as an advisory resource to the Chancellor, Provost and Faculty Senate on matters related to the learning environment at UTC.

Summary of Activity:

The following is a summary of committee activities –

- Created a distribution list (lec@utc.edu) to centralize communication
- Created a Google Drive folder to centralize documentation and meeting minutes
- Solicited consistent updates on related initiatives, topics and systems
  - Information Technology Advisory Council (ITAC)
  - Learning Management System (LMS) Review Committee
  - Accessible Technology Initiative (ATI)
  - Classroom Refresh
  - Lecture Capture Review
  - Event Management System (EMS)
  - Affordable Course Materials Initiative (ACMI)
  - Quality Matters (QM)
- Created a QuestionPro survey titled “Assessment of Current Learning Environment”
  - Emailed to faculty@raven.utc.edu and adjunct@raven.utc.edu
  - Survey resulted in 57 faculty respondents
  - IT followed up on responses requiring immediate attention
- Created a QuestionPro survey titled “Current Classrooms and Labs”
  - Emailed to scrappy@raven.utc.edu
  - Survey resulted in 72 student respondents
- Created a QuestionPro survey titled “Assessment of Room Scheduling”
  - Emailed to faculty@raven.utc.edu and adjunct@raven.utc.edu
  - Survey resulted in 36 faculty respondents
- Attended the Next Generation Learning Spaces conference (February 25-27)
  - Hosted by International Quality and Productivity Center at The Line in Los Angeles
  - Attended by Brian Rogers, Wes Smith, and Donny Behneman
  - Participated in one day of workshops and two days of presentations and USC tour
  - Presented a summary of the conference to Faculty Senate (March 21)
Committee Resolutions:

At the committee’s January 10th, 2019 meeting, the following resolution was discussed and voted upon –

“As active learning becomes the national standard for teaching and retention and as reflected in Strategic Plan Goal 1A, the Learning Environment Committee is supportive of establishing a standards-based yearly recurring base budget for classroom refresh in the minimum amount of $300,000 based on general classroom usage. Final amount to be determined based on survey of entire campus space use and establishment of official policies regarding room scheduling and refresh practices.”

Motion: Susan Eckelmann Berghel
Second: Titus Albu
In favor: 8 (of 8 present)

Committee Recommendations:

The following is a summary of committee recommendations which were not formally adopted as resolutions –

- Include Kenny Tyler as an ex officio committee member to represent Facilities Planning and Management
- Expand faculty committee membership to a two-year commitment from current one-year model
- Create a formal link to the Information Technology and Advisory Council (ITAC)
- Evaluate the feasibility, cost and value of creating a single ticketing system for IT and Facilities
- Establish a learning spaces refresh budget that incorporates technology and furniture
- Establish a learning spaces maintenance budget that incorporates technology and furniture
- Employ a consulting firm to partner with LEC, ITAC, Academic Affairs, IT, and Facilities to conduct –
  - A learning spaces assessment audit
  - A learning spaces utilization study
  - A learning spaces master plan

2019-2020 Action Items:

The following is a summary of committee action items to carry forward into next year –

- Continue follow-up from 2018-2019 annual surveys
- Continue and expand upon use of faculty and student annual surveys
- Explore a more inclusive way of soliciting student government representation, participation and input
- Prioritize an “investigate and fix” list based on survey responses
- Conduct focus groups of faculty and students to solicit ideas on improvement to learning spaces
- Explore additional learning spaces conferences to attend
- Reach out to similar-sized universities and schedule Zoom sessions to research other models
- Reach out to similar-sized universities and schedule field trips to research other models
- Schedule and invite faculty to on-campus tours of recently renovated learning spaces at UTC
- Schedule and invite faculty to on-campus tours of dilapidated learning spaces at UTC