



Center for Instructional Technology Advisory Board

CIT Advisory Board meeting 10/18/99

Meeting Summary

Attending:

- Owen Astrachan
- Kevin Cheung
- Laura Cousineau
- Richard Danner
- Joe Harris
- Craig Henriquez
- Donna Hewitt
- Roger Loyd
- Pat Halpin for Marie Lynn Miranda
- John Oates
- Lynne O'Brien
- Ken Spenner
- Len Spicer
- Bill Wilkinson

Business discussed at this meeting:

Technology in classrooms

The group discussed current classrooms and faculty needs for classrooms to enable them to teach effectively with technology. The following issues were raised.

1. Some schools have committees in place which include faculty in the classroom planning process while others do not. All schools should have some formal process for soliciting faculty feedback about classrooms and for incorporating faculty input into the classroom planning process.
2. It would be helpful to have better information from faculty about what they desire in classrooms and what trade-offs they would accept between better classrooms and other instructional needs.
3. The CIT advisory group could offer general guidelines about classroom environments that support instruction, which could then be utilized by the planning groups in individual schools.
4. A number of "high tech" classrooms have been built as special projects, but there is not always a plan in place for ongoing maintenance and upgrades to such rooms. Any planning for technology in classrooms should address maintenance and upgrades.
5. Different schools make their own arrangements with equipment vendors. Most schools use Kontek as their classroom AV vendor. A university-wide relationship with AV classroom vendors might provide more leverage for good pricing, maintenance contracts, etc.
6. Multiple offices are involved in any classroom renovation project, but it often is not clear who has the ultimate authority and responsibility to see to it that projects are completed as specified and

on-time. Also, it is not clear what administrative office has overall authority and responsibility for classrooms at Duke.

7. It is not clear how overhead money impacts spaces and facilities.
8. It would be useful to have better information about the cost of recent classroom upgrade projects and to compare those costs to projects at other schools.

Lynne will find out how the CIT advisory board can address these issues in a way that meshes with the university strategic planning process recently initiated by the Provost.

Agenda items for upcoming meetings

The next meeting will focus on the CIT incentive grants for 2000-01. A copy of the Call for proposals from last year was distributed. Other background material on last year's incentive grant program is on the web at: <http://www.lib.duke.edu/cit/itfunding.html>

The meeting was adjourned at 1:15.

Tuesday, 09-Nov-99 17:41:05

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