University Resources Policy Committee
DRAFT Minutes
Wednesday, October 22, 2014
1:30-3:00 PM
AGAD 128

Attending: Pam Aaltonen, Michael Cline, Michael Fosmire, Joe Sinfield, Christopher Kulesza, Bill Hutzel, Jo Banks, Elena Coda, Cliff Fisher, Voicu Popescu.

Discussion on Digital Measures led by Steve Hare  Digital Measures is a hosted, web-based database to capture manage and report faculty accomplishments. Data can be entered once and used many times and can be customized for different audiences. Currently, it includes data such as department rank, grants, teaching data, publications, and CV’s contributed by departments. The system can produce individual activity reports, compile information for external reporting requirements, accreditation, CV’s and biosketches, depending on the needs of different units. Using templates, documents can be automatically generated and updated, including exporting data for professional web pages on departmental web sites. Data has already been entered for 2300 faculty. It can also be leveraged with other databases on campus, such as INDURE. The web site is located at: www.digitalmeasures.com/login/purdue/faculty. Steve Hare can activate individual accounts for interested faculty to update their own profiles.

Committee members who have used Digital Measures expressed positive comments about ease of use and the ability to create custom output. Interest was also expressed in the potential for use within the promotion and tenure process and for external reports, since gathering and formatting data for those are seen as major time sinks for faculty.

Discussion on Status of Classrooms at Purdue led by Suzy Hutson

Suzy Hutson, Assistant Director for Space Planning, spoke about the state of classrooms on campus; in particular, in the transformation of classrooms so they can accommodate more active learning pedagogies. In the past, SMAS was renovating classrooms 2-3 per year, which has gone up to 10-15 classrooms per year. At present there is new furniture in 48% of the classrooms.

One of the considerations for classrooms is the square foot allotment per student.
A ‘close-packed’ arrangement, with hard tablet chairs, requires 15 sq ft per student, while many IMPACT classrooms average 25-27 sq ft/student. A mobile tablet arm, requires about 18 sq ft/student, which has a much smaller impact on seating capacity. The Active Learning Center will allow the migration of several classes out of their current rooms and enables a ‘trickle-down’ effect of allowing for decreased seating capacity and enhanced active learning opportunities in current classrooms.

Classrooms fall into three categories.

- Tiered, large enrollment classrooms, which can be upgraded with no decrease in seating capacity.
- Tablet-arm chair classrooms, which have seating capacity implications
- Table-and-chair classrooms (4-6’ long tables with free standing chairs), which could be upgraded without decrease in seating capacity.

Beyond the scope of this analysis are the Departmental Classroom Labs, which are 'owned' by the departments and include specialized learning environments. One committee member indicated that Suzy Hutson has been extremely helpful when consulting with departments who control those spaces to modernize and upgrade them.

Suggestions were made to see if advertising/sponsorship could fund new seating, or maintaining classrooms. Also, a ‘Rate my Classroom’ app could crowdsource data about which classrooms are seen as most in need of support/renovation. A centralized database of the classroom layout and equipment available, could help instructors plan for (or even choose) the classroom they will be teaching in during a semester. A mechanism for centralized scheduling of seminar rooms would also be helpful as faculty attempt to increase the interdisciplinary nature of their work. Most conference areas are departmentally controlled, but in order to find an actual room to use for meetings, one has to determine who controls the room and how to contact them in order to see whether it is available at any particular time. This may entail contacting a half-dozen departmental contacts to locate a vacant room. Even if control stays within the department, having a centralized place to look for potential availability of rooms would increase scheduling efficiency immeasurably.

The URPC decided to draft a resolution in support of classroom improvement to go to the Faculty Senate, to be drafted by the chair. The committee will review, revise, and if there is consensus, pass a resolution via email so that we can send the document to the Senate expeditiously.

**Discussion of Priorities/Action Plan**

In order to draft a rough plan of action for the year, the URPC reviewed the priority items identified from last meeting.
The draft order of topics is as follows:

November: Update on Graduate Student Benefits
January: Update on Concur Travel system
February: Long-term Energy Plan (Bill Hutzel to facilitate)
March: Faculty retention trends and costs
April: On-campus conference facilities/process

Inevitably, other topics will come up over the course of the year, so this is to be seen as a flexible, tentative calendar of activities.