



Instructional Space Study

Anticipated Recommendations & Reactions

Utilization

1. Re-enforce existing utilization standards with the goal of spreading courses more appropriately through the day and increasing Friday utilization.
 - Existing policy (applying to pool classrooms) calls for no more than 11% of a department's courses to be offered at a specific time, no more than 21.5% of courses on a specific day.
 - Scrutinizing courses scheduled for Spring 2009 and asking departments to adjust offering times if offering falls outside of policy.
 - Comparing utilization from Spring 2008 and Spring 2009 to view effects on utilization and consider adjustments to percentages and policy.

Communication, Ease of Use and Feedback

1. Inform faculty of the room assigned to them as early as possible to allow for opportunity to familiarize themselves with the room and request a different room if necessary.
 - Will be in place for Summer and Autumn 2009.
 - Communication from Registrar's Office.
2. Survey faculty about the room they are currently using.
 - Survey will be in place Winter 2009.
 - Will allow for opportunity to request a different type of room when course is taught in the future.
 - Will allow for reporting of improvements that need to be made both immediately and in future renovations.
3. Improve in-room instructions for installed technology.
 - Laminated instruction cards will be in place by Spring 2009
 - Renovation and technology upgrade projects include shift to a standard controlling system for AV and sound.
4. Inform faculty of classroom features to allow for better room matching.
 - Multiple websites in various departments currently exist that each communicates a piece of the full classroom characteristic picture.
 - A single consolidated website will launch for Summer 2009.