Wayne State University
Academic Senate
Minutes of the Facilities, Support Services, and Technology Committee Wednesday,
April 9, 2008

In attendance: David Cinabro, Brian Edwards, James Garbern, Thomas Killion, Joe
Sawasky, Lothar Spang, Russell Yamazaki and Judy Field, Chair

Absence: Ravi Dhar, Daniel Rappolee, Derek Wildman and Marilyn Zimmerman

Guests: Nardina Mein, Director, New Media and Technology and Richard Dunbar,
Manager, Media Services

Ms. Mein and Mr. Dunbar visited several college campuses to get an idea of the type of
technology that was available in their general-purpose classrooms including ideas on how
to secure the equipment. In reviewing their notes they decided that they would like to
develop a new cart similar to the one being used at Indiana University. See attachment for
a description of the proposed cart. The committee members asked questions about the
proposed cart. The committee will be informed when a prototype cart is ready for
comments. After they left, the question was raised as to whether all general-purpose
classrooms needed the exact same equipment or whether we could designate classrooms
with a A, B, or C configuration. Room scheduling might not find this solution doable.

Joe Sawasky informed us that the Academic Technology Advisory Group comprised of
an academic and technical person from each academic unit been formed (see attachment
for the members). This committee will meet twice a year to discuss academic technology
issues.

On Friday, April 11, I attended a meeting called by Jim Sears regarding proposed
upgrades to State Hall. The project team showed us what the issues were such as poor
lighting, worn out classroom seating, missing shades from the windows, floors with
missing tiles and carpeted areas where duct tape was more prevalent than the carpet.
Then we saw how they were going to upgrade these rooms. The foyer area is going to be
redone to make the area more welcoming, the two lounges are being redesigned and
upgraded and the lecture halls will also be upgraded with carpet and new seating.
Several of the bathrooms will have some work done to make them more modern and
easier to clean. All projectors installed will be in wire cages. The subject of whiteboards
was raised but the Math Department still wants chalkboards, so whiteboards will not be
installed. They have planned a renovation schedule designed to minimally impact use of
the classrooms during the summer. A lot of the noisy work will be done in the evenings
and weekends.

On April 24 Joe Sawasky informed me that Dick Dunbar had given him this list of the standard software installed in general purpose classrooms:

- Internet Explorer
- Mozilla
- RealPlayer
- Symantec Antivirus
- WS_FTP
- Adobe Reader
- Nero Showtime (DVD Player)
- QuickTime Player
- Windows Media Player
- Paint
- Microsoft Office 2007
- Access
- Excel
- InfoPath
- PowerPoint
- Publisher
- Word

The new classroom scheduling software that is being evaluated/acquired, can schedule non-course related events, though WSU must work out its internal business processes to ensure this is done effectively. The first project priority is classroom scheduling.

Meeting adjourned at 2:47.

Future meetings in FAB 1279: