

THE UNIVERSITY OF NORTH CAROLINA ASHEVILLE  
FACULTY SENATE

Senate Document Number      SD5323S  
Date of Senate Approval      04/27/2023

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Statement of Faculty Senate Action:

**FWDC 11:** **Establishing the Classroom Committee**

**Effective date:** Immediately

**Summary:** This document establishes a standing Classroom Committee to make decisions about classroom infrastructure, renovations, and allocation.

**Rationale:** Decisions about classroom infrastructure, maintenance and use should include full consultation with faculty and all relevant administrative units, including the Provost. This committee establishes a formal process that brings these parties together to consider proposed changes and make decisions for implementation. Because it includes both the Provost and professional staff responsible for classroom management and technology, it has decision-making authority.

**Insert into the Faculty Handbook section 10.4.41**

**10.4.41 Classroom Committee**

Purpose:

The Classroom Committee makes decisions about classroom infrastructure, renovation, and allocation. Their purview includes general-purpose classrooms only rather than dedicated department spaces (labs, studios, etc.).

Responsibilities:

1. Establish minimum standards for classroom infrastructure, encompassing both furniture and instructional technology, including writing surfaces and digital display.
2. Establish a schedule for regular refresh of classroom infrastructure.
3. Make decisions about renovation and upgrade of all classroom infrastructure.
4. Recommend to the Registrar the allocations of classrooms to departments, making modifications as needs change over time.
5. Consult with departments and programs to understand the ways in which changes in both pedagogy and technology affect classroom infrastructure requirements.
6. In all cases, the Classroom Committee should consider:
  - i. Flexibility in accommodating varying pedagogies in the same room.
  - ii. Accessibility standards and ADA compliance for both students and instructors.
  - iii. Impacts on space-use utilization and efficiency, reported annually to the UNC System Office.
  - iv. Equal access to instructional technology for both full-time and part-time members of the faculty.
7. Provide an annual report to the Faculty Senate at the beginning of the academic year describing decisions made in the prior year.

### Membership

Senior Administrator for Academic Space Planning (co-chair)

University Registrar (co-chair)

Provost or designee

Representative from Design and Construction

Director, Academic Technology Support

Director, Center for Teaching and Learning

Representative from the Faculty Senate, chosen by the Executive Committee

One department chair from each of the three program areas, from disciplines with differing pedagogies, named by the Academic Deans to staggered three-year terms