

**New York City College of Technology – City University of New York
300 Jay Street, Brooklyn, New York, 11201**

College Council – Buildings and Grounds Committee

Standing Meeting Notes

Time: September 29, 2015, 2014, 1pm – 1:50pm

Location: A543

Present: Tess Tobin; Monique Ferrell; Jason Ellis; Jierong Cheng; Robert Polchinski;
Jean Hillstrom

Excused: Jason Montgomery; MaryAnn Biehl

Absent: Sidi Berri; Tony Cioffi

1. Jason Ellis reviewed literature about the relationship between classroom layout and students learning. He also sent the resources through email to the committee members. The committee will use the previous studies as an example to conduct the students and faculty survey in this academic year.
2. Current studies point out classroom environment would have an impact on the active learning. This includes different types of furniture, lighting, environmental control (student comfort, noise, air).
3. Based on the literature review, Monique Ferrell and Jane Hillstrom will work together on the survey instrument. The survey targets both the faculty and students, and the questions will be about classroom and active learning.
4. The committee plans to produce a white paper about the classroom survey next semester. The white paper will be the base for input for the re-figuration of the classrooms in the Pearl Building in the near future.
5. Multiple committee members experienced Midway building classrooms are not sufficient to conduct a lecture. The classroom space is small for the amount of students, and the noises travel through hallway. Both faculty and students can hear the noises from the recess and the other classroom's activities. The committee members already reported to the related departments.
6. The Midway building classroom situation is a health and safety concern. Further investigation would be needed.

Meeting adjourned at 1:50pm.

Respectfully submitted: Jierong Cheng, Secretary