CLASSROOM LEARNING SPACE STANDARDS AND GUIDELINES

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Classroom Learning Room Types Overview

This set of technology room types is meant to identify standards and guidelines for classroom learning spaces at Pace University. 1

Note: This document does not include room elements such as flexible furniture, lighting, room finishes, adjacent spaces, etc. that also contribute to a learning environment.

There are 6 room types that have been identified:

- Type 1: Standard Presentation Collaboration and Lecture Ready
- Type 2: Custom/Advanced Presentation Collaboration and Lecture Ready
- Type 3: Electronic Computer Classroom
- Type 4: Advanced Collaboration Video Conferencing
- Type 5: Active Learning Classroom
- TYPE 6: HYFLEX CLASSROOM

General Requirements for All Room Types

- · All room types except for Type 4 include Type 1 baseline functionality
- · Primary equipment will be selected from Pace University standard bundles and designs whenever possible
- · All classrooms will meet baseline quality and usability standards (to be defined)
- Screen and equipment controls (i.e. computer, audio, DVD, etc.)

User Support

- Ed Media support contact information is posted in clear view of instructor area (on podium or near button panel)
- · Ed Media support staff escalation is readily available. (Available through the ITS Help Desk ticketing system)
- · Annual updates and replacement cycle funded and approved through the Student Technology Fee

¹ This document was adapted from the CIO's previous research and initiatives.

Type 1: Standard Presentation – Collaboration and Lecture Ready

Space is structured for lectures, basic digital/multimedia presentations and basic collaboration. Includes small, and medium sized seminar rooms.

This type describes the minimum baseline requirements for technology-enabled learning spaces.



Enabled Teaching Activities

- Presentation/lecture activities including display of rich media (images, video).
- · Lecture capture to record class sessions via Panopto (software).*
- Ability to collaborate with students and other class participants in remote locations.
- · Can be used by faculty members in all disciplines.

Note: Student engagement tools (i.e. laptops, and iPads) are available upon request based on availability. Additional equipment such as web cam, portable document camera, Blu-Ray player, and slide advancer are all also available upon request.

* Panopto is a lecture capture tool available at Pace University. Faculty are able to record their screen and presentation content (Powerpoint, PDF, Prezi, web browser, etc.) along with an audio recording of the in-class lecture. Students are able to review lectures after each class session to go over any of the material covered in class. Faculty can manage the recorded content by editing recordings, adding quizzes, reviewing student viewer statistics, and more.

Baseline Technology Requirements

- · Display and visualization
 - · Mounted Data/Video display system computer and projector.
- Sound
 - Audio amplification system and/or voice reinforcement suitable for room conditions with computer and portable audio device inputs.
- Input
- · Option of instructor's own BYOD device or dedicated computer.
- Network/WiFi
 - WIFI and cell phone coverage available in room for student collaboration.

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Type 2: Custom/Advanced Presentation – Collaboration and Lecture Ready

Space is structured for lectures and presentations that require advanced digital/multi-media capability or custom or specialized equipment to address field-specific needs. Includes small classrooms and medium and large lecture hall rooms.





Enabled Teaching Activities

• Display and visualize complex, detailed information for large classes; 2 or more displays (for example, nursing and science demonstrations, etc.)

Technology Requirements

The technology requirements for Type 2 rooms are dependent on the room use, but at a minimum they include the requirements listed for Type 1 rooms.

Examples of technology requirements include:

- · Display and visualization
 - Dual projection / high resolution monitor(s) with Laser projectors
 - · Interactive whiteboards in select small sized rooms
- Sound
 - Audio amplification system and/or voice reinforcement suitable for room conditions with computer and portable audio device inputs.
- Input
 - Projection suitable for large format / high resolution images.

Spaces

- · NYC
- Lecture Hall North, West, South
- · Civic W613, W614
- PLV
- · Leinhard Lecture Hall
- Pecker Lecture Hall
- · LAW
- · Ottinger Lecture Halls

Type 3: Electronic Computer Classrooms

Instructional Computer Labs are dedicated multi-user, technology-enabled spaces for instructional use of specialized software and equipment in support of course assignments and collaborative activities for student assignments/projects. Technology requirements will vary based on lab use.



Enabled Teaching Activities

- · Presentation / demonstration from instructor computer
- · Use of specialized software or equipment for course work and group projects
- Each student has access to a computer with specialized software
- Instructor is able to view and share an individual student's computer screen, and is able to lock student computers down to specified applications

Baseline Technology Requirements

The technology requirements for Type 5 rooms are dependent on the room use, but at a minimum they include the requirements listed for Type 1 rooms.

- Display
 - · One or more mounted data / video display systems; preferably large flat panel monitors
- Network
 - · WiFi and/or cell phone coverage for student collaboration
 - · Individual student computers have hardwired network connection
- · Other
 - Adequate, flexible access to power stations
 - · Computer Resource Center staff can be contacted for issues.

Spaces

NYC

- Civic W200A & W200B
- Civic W205 & W206
- · Civic E101

PLV

- · Willcox W34
- · . Mortola E-Classroom

Type 4: Advanced Collaboration – Video Conferencing (synchronous; multiple sites)

Advanced Collaboration Video Conferencing rooms include specialized equipment to support multi-site and/or large-scale collaborations such as distance learning, remote speakers, and virtual conferences.



Enabled Teaching Activities

- Distance learning with option for synchronous / real-time lectures.
- Multiple location or large format classes.
- Virtual conferences.
- Students are able to interact with students at local and remote locations.

Baseline Technology Requirements

The technology requirements for Type 3 rooms are dependent on the room use, but at a minimum they include the requirements listed for Type 1 rooms.

- Display
 - Dedicated video monitor(s) and audio feeds for basic videoconferencing
 - In a distance learning scenario, multiple screens / images to view the other classroom as well as the instructional content (presentation).
- Sound
 - Microphones set up to capture student questions and discussion from any location in the room (e.g. ceiling).
 - Conference call feature is available upon request.
- Other
- Ed Media support personnel will initiate the session and can be contacted for issues.

Spaces

NYC

Civic E319, Civic Y22

Miller M16, Miller M14A

Law

Aloysia A301A

Type 5: Active Learning Classroom



A flexible, dynamic learning space enables interactive collaboration. Active Learning Classrooms (ALC) challenge the traditional lecture style of teaching by enabling interaction among all room participants.

Enabled Teaching Activities

- Flipped learning, group collaborations, and project work
- · Space for students to work with or without computers or other devices

Baseline Technology Requirements

The technology requirements for Type 4 rooms do not include the technology listed for Type 1 rooms.

- Display
 - One or more mounted data / video display systems; preferably large flat panel monitors
- Network
 - · WiFi and/or cell phone coverage for student collaboration
- Optional (upon request)
 - Document camera(s)
 - · Collaborative displays with multiple inputs via HDMI cables and/or Air Media
 - In addition to the ALC space, a Virtual Desktop Infrastructure (VDI) was developed for the students to use in conjunction with the ALC in W522. This allows for students to have access to the specific programs being used in their course, by incorporating a BYOD (Bring Your Own Device) element to the space.
 - NYC
- Civic W510, Civic W511 and Civic W522
- PLV
- · Miller M21, Miller M22, Miller M27 and Willcox Pecker Lecture Hall

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Type 6: HyFlex Classroom



HyFlex is a course design model that presents the components of hybrid learning in a flexible course structure that gives students the option of attending sessions in the classroom, participating online, or doing both. Students can change their mode of attendance weekly, according to need or preference.

Enabled Teaching Activities

- · Distance learning with option for synchronous / real-time lectures.
- · Multiple locations, between rooms and/or campuses
- Virtual conferences.
- Students are able to interact with students at local and remote locations, who are able to connect using Zoom from any video device (smart phone, tablet etc.)
- · Teaching simultaneously

Baseline Technology Requirements

These devices are fitted into the various rooms listed above, and have been added to enable a classroom to allow remote students to participant with the in class instruction.

HyFlex classrooms have the addition of a Zoom Station which is an integrated piece of equipment containing a 55inch monitor, Zoom conferencing license, sound bar and tracking microphone.

Spaces

This will be updated.