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Report of the Teaching Effectiveness and Facilities Committee on Audio-Visual Center: Recommendations I A and B

University of Rhode Island Faculty Senate

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UNIVERSITY OF RHODE ISLAND
Kingston, Rhode Island

FACULTY SENATE
BILL

Adopted by the Faculty Senate

RECEIVED
UNIVERSITY OF R. I.
OCT 29 1980
OFFICE OF THE PRESIDENT

TO: President Frank Newman

FROM: Chairperson of the Faculty Senate

- The attached BILL, titled Report of the Teaching Effectiveness and Facilities Committee on the Audio-Visual Center: Recommendations I A and B

is forwarded for your consideration.

- The original and two copies for your use are included.
- This BILL was adopted by vote of the Faculty Senate on September 11, 1980* (date)
- After considering this bill, will you please indicate your approval or disapproval. Return the original or forward it to the Board of Regents, completing the appropriate endorsement below.
- In accordance with Section 8, paragraph 2 of the Senate's By-Laws, this bill will become effective on November 13, 1980 (date), three weeks after Senate approval, unless: (1) specific dates for implementation are written into the bill; (2) you return it disapproved; (3) you forward it to the Board of Regents for their approval; or (4) the University Faculty petitions for a referendum. If the bill is forwarded to the Board of Regents, it will not become effective until approved by the Board.

October 27, 1980
(date)

Alvin K. Swonger
Alvin K. Swonger
Chairperson of the Faculty Senate

ENDORSEMENT

TO: Chairperson of the Faculty Senate

FROM: President of the University

- Returned.
- Approved _____.
 - Approved subject to final approval by Board of Regents _____.
 - Disapproved ✓ _____.

11/14/80
(date)

F. Newman
President

APPENDIX I

EQUIPMENT CURRENTLY AVAILABLE FOR INSTRUCTIONAL PURPOSES

AT THE AV CENTER

Overhead projector

2x2 Slide projector

Lantern slide projector

Opaque projector

Filmstrip projector

Super 8 projector

16mm projector

35mm camera

Reel-to-reel recorder

Cassette recorder

Record player

Video tape recorder

AV slide/sync unit

Dissolve unit

Slide-tape unit

Other: Portable lecterns

Electric pointers

Screens

APPENDIX II

SERVICES CURRENTLY PROVIDED BY THE AV CENTER

Projectionist*)

Photographic prints

2x2 Slide preparation/duplication

-within limits as to amounts and copyright law

Graphics/Original artwork

-transparencies, charts, graphs, etc.

Video tape production/duplication

Audio tape production/duplication

Film acquisition/rental

-consultation provided for locating sources of films on all topics at the most reasonable rates

Equipment delivery/pickup*

Equipment maintenance and repair*

Technical assistance/consultation

-program planning, equipment acquisition, etc.

Distribution of supplies

-transparencies, tapes, projection bulbs, and other software

Loudspeaker systems and microphones for meetings, seminars, and colloquia

Taping the proceedings of conferences

*) Prior reservation and/or consultation necessary

~~basis for interminable debate by the TEEC. These debates included Thomas Pizzullo, Bernie Schlessinger, Thomas Surprenant and Dick Howard. The TEEC is grateful for their time, cooperation, and valuable contributions.~~

~~On the basis of these consultations and its own deliberations the Committee has agreed on the following recommendations.~~

RECOMMENDATIONS

I. CHANGES IN STRUCTURE AND ORGANIZATION

A. Organizational:

1. That a permanent Director of the AV Center be appointed. The present Acting Director should be given priority consideration.
2. That four new positions be assigned as soon as possible to the AV Center in the following priority order:
 - a. Electronic Technician II: Repair/Maintenance
 - b. Media Services Coordinator*
 - c. Electronic Technician II: Repair/Maintenance (TV)
 - d. Senior Clerk Typist
3. That substantial increases in both operating and capital budgets for the AV Center be provided in order to bring the level of services in line with comparable institutions.

Budget allocations in the area of capital have not kept pace with the increasing demand for equipment by the faculty. Much of the department's present hardware collection is out of date and requires constant servicing due to heavy utilization. As a result some faculty requests for materials have to be denied because the equipment is not available. Thus, an increase of capital monies is required for acquisition of media materials to replace outdated equipment. Acquisition of additional equipment would also facilitate increased faculty use of AV aids by providing facilities for planned satellite centers (see below).

The establishment of these satellite centers will require security provisions such as locked cabinets/rooms and (in cases where very expensive equipment is stored) electronic security devices.

4. That AV personnel, in conjunction with Instructional Development Program (IDP) personnel and the Office of the Coordinator of Research, prepare proposals for submission to various foundations/granting agencies.

*) Duties: Provide workshops for faculty in coordination with the IDP. Create software materials for use in the AV Center, and assist faculty in the preparation of media materials for classroom presentations, conferences, and public information. Expand and coordinate satellite AV centers in new locations on campus. Supervise students regulating the use of AV equipment in classrooms and auditoriums.

B. Centralization of equipment and services:*

1. That the Director of the AV Center shall maintain a centralized inventory and control system of all AV equipment and services for instructional purposes, including those under the direct control of the AV Center and those housed elsewhere on all campuses.
2. That equipment currently placed in individual departments be included in the inventory and upon mutual agreement of each chairperson/dean and the Director of AV, it shall:
 - a. remain within the exclusive use of the Department/College; or
 - b. be transferred to AV for circulated use; or
 - c. be shared with AV and circulated within limits agreed to by the Department/College.
3. That a network of vandal-proof storage areas be installed throughout the Kingston campus to increase accessibility to equipment which is controlled through the centralized inventory.
 - a. these areas be wired to the campus police.
 - b. circulation/maintenance report be controlled by a department designated by the Director of AV.
 - c. standardized forms for check-in/check-out be provided.
 - d. a listing indicating the location of each storage area and the available equipment be sent to all chairpersons/deans.
 - e. regular preventive maintenance schedules of all storage area equipment be conducted by the AV Center.
4. That a mechanism be instituted whereby the Director of AV review and provide advice regarding all university AV equipment and materials purchases.
5. That an attempt be made toward standardization of equipment.
6. That an attempt be made toward standardization of media formats.
7. That self-sufficient off-campus centers be established and equipped on the Bay Campus, at the Extension Division, and at the Alton Jones ~~Center~~^{conference} Center. That these centers be under the control of the Director of AV.
8. That the services of the centralized facility be widely publicized annually.

*) See Appendix I: Equipment currently available for instructional purposes at the AV Center; and
 Appendix II: Services currently provided by the AV Center