



January 2012

HSC Communication Update

(Summary of January HSC Team Minutes)

HSC Management Group

Met – no updates

IT/AV Team

“Closet” Rewiring

Over the December holiday break, Western updated the wiring in the closets (these are the “hub” closets on each floor with lots of wires for internet, etc.). Thanks to Mike Caretta from Western for coming in during the weekend to complete this work to minimize disruption time.

Mobile Carts

The four mobile “laptop” carts were updated over break. In addition, speakers were added and instructions were attached by a sleeve to each cart.

Feedback on Document Cameras

In mid-February Western will be setting up a display of a new doc cam they are reviewing for the classrooms. They are interested in receiving feedback from faculty prior to budgeting for the next fiscal year. A notice will be sent out once the date is confirmed.

Academic Team

Lap Priority Use

Attached is a list of education labs that have priority use. Prior to reserving the labs, please contact the respective program directors requesting use of the lab. Once permission is approved, the reservation needs to be entered into the reservation/scheduling system (by the one making the request).

Reminder to Lock Classroom Doors

Please turn off lights and lock the classroom doors after every class (unless the next instructor is already in the room). There is expensive equipment in the rooms that could easily be stolen.

Western going to Trimester

Beginning fall 2013, Western will be switching to a trimester system and class time will increase to 60 minutes. Doreen Olson (Western) has compiled an ad-hoc group to discuss how the HSC can best utilize the classrooms/labs with all 3 partners on different schedules. If you have any concerns, questions, etc., please contact your respective rep:

UW-L: Steve Lewis & Melissa Weege
Western: Chris Krueger
UW-Madison Nursing: Sherry Stoskopf

Operations Team

Basement/Eating Area Remodel

Recreation Management/Therapeutic Recreation has begun their remodel in the previous eating/basement area. Construction should be completed in 3-4 weeks. This area will include 12 chairs for eating/studying, two microwaves and a small refrigerator.

Increased Eating/Studying Areas

Thanks to Western for donating several surplus tables and chairs to the HSC to create some extra studying/eating areas. The tables that were previously in the basement eating area have been moved to the atrium outside of 2002. Round tables have been added in the atrium area outside of 2006.

In the near future, three additional tables will be moved from the 5th floor atrium to the 2nd floor atrium (east side). Round tables that were in 5092 (student library area) will be moved to the 5th floor atrium area and four-5 foot long oblong tables will be in 5092.

No Masking Tape on Walls

In an effort to keep the walls in decent shape, please do not place masking tape on the walls. When the tape is peeled off, some of the paint finish tends to also peel off. If tape is needed on short-term basis, please use the blue "painter" type tape.

Classroom Displays of Student Projects

Please limit the length of time items student projects are displayed on walls and/or bulletin boards in the classrooms. Classrooms should maintain a professional appearance since they are used by several HSC partners, along with many community partners visiting the HSC.

"Green" Team

No meeting in January

Safety Team

No meeting in January