

## MEMORANDUM



TO: Amy Berg, Associate Provost Information Resources

FROM: Lisa Kahle, Director, Classroom Technology Services  
Brad Snyder, Associate Director, Media Services

DATE: June 5, 2013

RE: CTS plans for end of life VHS/DVD Combination players

As a result of the memo sent to Mark Prus, January 30, 2012 and subsequent approval and support from President Bitterbaum on April 10, 2012, we will be discontinuing the installation and repair of VHS/DVD combination decks in the classrooms.

The following process will be put in place beginning with start of the Fall 2013 semester:

- All technology builds as a result of new construction or renovation projects will not have VHS/DVDs combination players installed. As a result, there will be no installation of combination decks in Bowers, Dowd, or Student Life Center.
- If a combination deck breaks during the semester, Campus Technology Services will not replace or repair the equipment. Faculty will need to make alternative arrangements should they utilize a VHS in their course. Many classrooms have installed PCs which do have a DVD player installed in them. These can be used by the faculty, although there may be quality of play issues. When the combination deck is removed from the classroom, Campus Technology Services/Media Services will notify the Registrar, Faculty member, and the appropriate Library Liaison.
- There are five rooms currently identified as Video/TV rooms – these rooms have a TV hanging in the corner with a VHS/DVD deck installed underneath. The plans are to convert these rooms to tech-ready spaces this summer, prior to the start of the fall semester. The rooms are: Moffett 106, Moffett 107, Old Main G23, Old Main 127, and Old Main 209A. There is an additional room, Old Main 110, but it is currently used for the Dowd surge and is not accessible. This room will be evaluated once the Dowd construction project is completed.

If you have any additional concerns or questions with this process, please do not hesitate to contact either myself or Brad Snyder. Thank you.

Cc: Brad Snyder  
Gail Wood