

## **SUNY IT Technology Committee Meeting Minutes**

**Tuesday Date February 28, 2011 12:30 -13:45**

**Library Conference Room A227**

**The official mission of the committee, as described in the faculty bylaws (p. 12):**

**G.** *The Technology Committee shall have the following duties and responsibilities: to review and make recommendations with respect to the technological infrastructure, including, but not limited to computing, distance learning, and presentation systems, and policies and procedures associated with the use of technology in the institution's educational program.*

### **Attendance:**

#### **Technology Committee Department Members:**

Steven Wei (ESM)  
Larry Dunn (Eng. Tech)  
Paul Schulman (Soc/Behav. Sci)  
Bruno Adriamanalimanana (CS)  
Jennifer Klimek-Yingling (Nursing)  
Naren Peddibhotla (Business)  
Russell Kahn, Chair

#### **Ex-officio, non-voting members:**

Elizabeth Tolman - Information Services (new)  
Carol Berger - Computer Resource Coordinator  
Kevin Volo - Campus Instructional Technologist

#### **Student Members:**

##### **Absent:**

Steve Schneider (Hum/Com)  
Bethany Mckellar  
Patrick Singleton

### **Agenda**

#### **Old Business:**

1. Approval of minutes.

A review of earlier updates:

1. Elizabeth Tolman, Kevin Volo and Zachary Wasielewski have been added to the ex-officio staff who are on this committee.
2. Search Update: The instructional technologist search committee selected Kevin Volo as the new Instructional Technologist. He will review his role on campus at our next meeting.
3. At the last Faculty Assembly Meeting in the fall, our motion regarding access to online

classes was approved with minor changes and will be instituted next fall. There was some concern about access to syllabi, which will be addressed by other Faculty Assembly committees. It was noted in the motion that it can be superseded by other campus policies.

*Motion as submitted regarding access. Resolved that SUNYIT faculty and adjuncts be notified and their permission obtained before online course materials they created or that they maintain are reviewed, observed, copied or redistributed by any university or non-university entity. Exemptions from the necessity for prior approval include support staff for student-initiated questions, [when excluded based on campus policy] and when required by law, but in all cases notification will be distributed.*

**New Business**

<b>TOPIC</b>	<b>DISCUSSION</b>
Approval of the minutes from November	
Carol Berger presented information from Angel course drop-boxes.	<p>Proposed changes:</p> <p>The Technology Committee agreed that changing the system drop box message to is fine. Recommended change from</p> <p><b>Instructions:</b> Enter or paste your written work and/or click "Attachments" to upload your files.</p> <p>to</p> <p><b>Instructions:</b> Enter or paste your written work and/or click "Attachments" to upload and submit your files  <b>UNLESS your instructor has given specific requirements for submission formats.</b></p>

SUNY Learning Commons	Russ presented on the development of a SUNY-wide online Learning Commons, may give us ideas for a central location for online learning on our campus. The SUNY Learning Commons prototype can be found at <a href="http://learningcommons.sln.suny.edu/">http://learningcommons.sln.suny.edu/</a>
Discussion of department updates	
Spring 2012 Meetings	12:30 in the Library Conference Room (L144) March 27, April 24.

Respectfully submitted, Jennifer Klimek Yingling Secretary