

**SUNY IT Technology Committee Meeting Minutes**

**Tuesday January 25, 2010 12:30 -13:45**

**Library L144**

**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:**

**Designated Members:**

Russell Kahn, Chair

Amir Fariborz - Engineering, Science, and Mathematics

David Battin - Social and Behavioral Sciences

Jennifer Klimek-Yingling - Nursing & Health Professions; Secretary to the Committee

Steven Schneider - Com/Hum

Jayne Baran - Engineering Technology

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

Kyle Johnson - The Associate Provost for Technology and Learning

Carol Berger - Computer Resource Coordinator

Reena Lederman Gerard - Campus Instructional Designer

**Student members:**

Bethany Mckellar-SA Senate

Patrick Singleton

<b>TOPIC (Presenter)</b>	<b>DISCUSSION</b>	<b>ACTION</b>
<b>Intellectual Property (Russ, Dave, Steve, Amir)</b>	SUNY Policy and UUP Recommendations discussed. "In case of emergency" issues discussed, blanket contract needed to allow another faculty member to have access to course content to enable forward movement in course.	Further clarification warranted at this time to see primary source of UUP flyer dispersed during the meeting. Statement need to go to Faculty Assembly.
<b>Digital Academic Records (Kyle)</b>	Sunguard product seems optimal. Project 2 years out. In meantime ILR scan student records into docushare. Steve Schneider to assess if focus groups needed to assess departments currently using	

	docushare.	
<b>Learning Commons (Kyle)</b>	Consultants to be utilized to again look at learning commons this semester. Process not well defined to address faculty and public lab needs for software/hardware. As budget available. May utilize book adoption time frame/ process each semester. Now first come first serve, faculty not historically timely.	Kyle will develop a process and present it to the committee.
<b>ANGEL upgrade (Reena and Carol)</b>	Most changes on “back-end”. Now have advanced hosting, able to do automated backups on individual courses. Allows system to maintain live courses and not slow system. Now processing ANGEL updates three times a day, allows newly registering students to have access/ deaccess to course. Tool for team rebalance available. User groups available online Alex SLN Ning. In person ANGEL groups may be explored by faculty.	
<b>Illuminate (Reena)</b>	Now have an unrestricted license. Faculty needs to have mandatory 2 sessions training=3 hours total. Share with faculty colleagues.	
<b>E-Portfolio (Reena)</b>	Difference between professional or assessment portfolio.	
<b>Quality Matters (Russ)</b>	Academic Quality Committee is reviewing quality standards for online courses. Russ is attending these meetings and will update the technology committee on this issue. Instructional design assessment tool rather than a content assessment. Interest in adopting this as an assessment for online courses. In person courses evaluated by IDEA.	
<b>SLN Help Desk (Carol, Reena)</b>	Encourage students to utilize SLN Help Desk	
<b>Spring 2011 Meetings</b>	Feb. 22, March 22, April 26th	

Respectfully submitted, Jennifer Klimek Yingling Secretary