

These are the minutes of the EdTOA Fall Business Meeting held on Friday, November 6, 1998 at the QUALITY INN in North Syracuse, NY are subject to approval at the next EdTOA Business Meeting.

=====> DON'T HESITATE TO SEND ME "CORRECTIONS"

Thankx,  
Paul Andruczyk-Secretary/Treasurer  
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EdTOA Fall Business Meeting  
QUALITY INN - North Syracuse, NY  
Friday, November 6, 1998

In attendance:

Peter Houghton(Schenectady CC)	Bill Snyder(NYN/SUNYSAT)
Jim Carroll(Past Chair)	John Birks(Erie CC)
Bob Racette(Chair)	Bill Meyers(SUC-Geneseo)
Larry Scott(Chair-Elect)	George VerDow(SUC-Cortland)
Paul Andruczyk(Secretary/Treasurer)	Robert Babcock(SUC-Cortland)
Bob Schultz(Herkimer CC)	Brad Snyder(SUC-Cortland)
Colin Plaister(Fredonia)	Mike Neuner(Onondaga CC)
Jeff Adams(Finger Lakes CC)	Peggy Noll(Dutchess CC)
Jim Mattoon(Jamestown CC)	Patricia Wright(SUC-Cortland)
Emily Trapp(SUC-New Paltz)	Dave Poplawski(NYN/SUNYSAT)
Jack Hanna(NYN/SUNYSAT)	Jay Simpson(Dutchess CC)
Dan Sell(Jamestown)	Paul Johnson(Ceramics-Alfred)
Donna Curtin(ITEC)	

Meeting called to order by Chair Racette at 10:21 AM.

AGENDA ITEMS:

1)MINUTES of 6/1/98

Paul Andruczyk distributed the minutes of the 6/1/98 EdTOA Business Meeting. A motion to accept the minutes as presented was approved. (HOUGHTON-Schenectady/BIRKS-Erie)

2)TREASURER'S REPORT

Attached to the minutes of the 6/1/98 meeting was a Treasurer's report. As of 11/6/98 there is a balance of \$6,322.60 in our treasury. Less the expense of the Fall meeting we should see about \$1,500-\$2,000 being added to our treasury via proceeds from the 1998 SUNY TECHNOLOGY CONFERENCE. A motion to accept the Treasurer's report was approved.

(CARROLL-Utica/Rome/NEUNER-Onondaga)

### 3)1999 STC

June 7-8-9 at the INN at EXIT 37(formerly the FOUR POINTS and rumored to be a HOLIDAY INN by the time we meet.

No change in fees (\$90)

Suggestions for presenters/keynote speakers/PDs were solicited and the list included:

- physical classroom design expert
- scanning techniques
- internet resources
- media/computer units under one director
- conflict resolution
- digital camera shootout
- digital photo modification
- grant writing
- media as the catalyst for change
- developing productive working

relationships

(Myers-Briggs Type Indicator)

- NYN/SUNYSAT digital workshop
- non-linear editing
- 7 principles of management(Covey)

### 4)SUB-COMMITTEES

Web Page-

Peter Houghton requested any/all EdTOA sites with web pages to let him know so he can provide links to them via the EdTOA web page at [HTTP://WWW.ALIS.SUNY.EDU/EDTOA/NEWSLETR.HTM](http://WWW.ALIS.SUNY.EDU/EDTOA/NEWSLETR.HTM) Peter has also started posting job openings within as well as outside of SUNY.

Distance Learning-

Jeff Elliott's wife Betty passed away recently and he asked to be replaced as chair of the committee. John Birks of Erie CC and Bob Babcock of Cortland agreed to serve as co-chairs.

The secretary/treasurer informed attendees that EdTOA's Executive Committee voted to donate \$100 to the American Cancer Society in memory of Betty Elliott. He also shared an e-mail from Jeff thanking EdTOA for it's thoughtfulness and indicated he hopes to see all of us at the 1999 STC.

Multi-media Classrooms-

Larry Scott and Emily Trapp reported they are gathering data via e-mail with regard to smart classrooms within SUNY. There may be a visit to Onondaga's new facility sometime in the near future

### 5)REGIONAL UPDATES

The only region to hold a meeting thus far this semester was the Western Region which met on October 7th at Finger Lakes Community College with Jeff Adams serving as host. Attendance was excellent(20) and topics covered included requests for salary/job responsibility info related to staff at Community/2-year campuses.

The secretary reminded other regions that there are funds available in the EdTOA treasury for regional activities.

### 6)NYN/SUNYSAT UPDATE

- Jack Hanna actually had an IRD digital receiver in his hands and let us all look at it. NYN has finally received 40 units and will begin installation on November 16th!!!!

- The units will use a security card that stays in the unit as each individual receiver will have its own unique address.

- 19.2 data stream potential
- basic crypt to no-gra crypt
- digital receiver will replace one of the current SUNYSAT receivers in your rack
- will receive a splitter-A/B switch-new LNB
- keep other SUNYSAT receiver as a backup
- NYN will have a program via SUNYSAT available to provide an operational update

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- Bill Snyder shared information regarding the formation of a Digital Program Service Pilot Project

- digital transmissions via NYN will use MPEG-2 DVB standards
- three "real time" channels simultaneously on same satellite
- high quality video can be digitized/compressed/delivered as data files
- 30 minute video = 5 minutes digital transmission
- Access Education New York-"near video on demand"
- need Pentium II/333 MHz computer
- all campuses invited to participate
- fill out form provided/return to Bill ASAP

#### 7)VENDOR PRESENTATION

Chuck Zarriello of COMTECH, INC.

- Zydacron/videoconferencing board for use over ISDN and IP networks
- point to point videoconferencing
- Q and A session with Chuck

#### 8)OLD BUSINESS

None

#### 9)NEW BUSINESS

Chair Racette advised the Executive Committee we may be having a conference call in December to firm up the EdTOA track sessions for the 1999 STC.

Paul Johnson from the College of Ceramics at Alfred University introduced himself. We will add his name to our distribution lists.

Also met "new" folks from SUC-Cortland:

Rob Babcock/Brad Snyder/Pat Wright

Suggestion made that Jack Hanna start installations of digital receivers with campuses in attendance today. Secretary provided Jack with a copy of attendees.

Meeting adjourned at 1:47 PM.

12/2/98