

These are the minutes* of the EdTOA Executive Committee meeting held on Friday, February 13, 1998 at the SUNY INSTITUTE OF TECHNOLOGY in Utica, NY.

Paul Andruczyk-Secretary/Treasurer

*These minutes are subject to approval at the next Executive Committee meeting....

EdTOA Executive Committee Meeting
SUNY INSTITUTE of TECHNOLOGY-UTICA/ROME
Friday, February 13, 1998

In attendance:

Jim Carroll - Chair
Bob Racette - Chair Elect
Peter Houghton - Past Chair
Paul Andruczyk - Secretary/Treasurer
John Birks - Western Region Rep
Larry Scott - Western Region Rep
Dave Geasey - Northeast Region Rep
Emily Trapp - Southeast Region Rep

Meeting called to order by Chair Carroll at 10:38 AM in the President's Conference Room at the SUNY Institute of Technology at Utica/Rome in Utica, NY.

AGENDA ITEMS:

1)MINUTES of the EdTOA Executive Board Meeting of 9/26/97 were approved with the following editorial changes:

- Under ATTENDANCE: LaBrun to LaBron
- Under NEW BUSINESS: in the EdTOA web page address change EDTOA to EdTOA (HOUGHTON/BIRKS)

2)TREASURER'S REPORT

The EdTOA treasury has a current balance of \$7,810.85. Paul shared a financial update from the 1997 SUNY TECHNOLOGY CONFERENCE. After deductions for expenses at the 1997 Fall Business meeting we will receive a check for \$1,201.27, which represents our share of the Conference proceeds. The new balance will be \$9,012.12. Treasurer's report accepted as presented.

(CARROLL/HOUGHTON)

3)MISSION/VISION STATEMENTS

A working version of a Mission and Vision statement developed by Jim and Bob was presented to the Executive Committee for discussion. The EC spent considerable time revising both statements and eventually agreed on a version of each. Both statements will be presented to the membership for inclusion in a revision of our present By-Laws. (See Agenda Item #4)

4)BY-LAWS

In conjunction with the development of a Mission and Vision statement, the EC took on the task of revising the By-Laws in order to better reflect the changes in

the scope and intent of EdTOA. The revisions will be presented for approval to the entire membership at the 1998 STC in June at the FOUR POINTS HOTEL-Liverpool.

[Click here to go to By-Laws Revision](#)



5)EDTOA DIRECTORY

The EC decided to put the printing of a hard copy of the directory on hold and instead utilize the technology available to its membership by providing access to an updated version on its Web Page. EdTOA's "webmaster", Peter Houghton, has agreed to do the technical work and Paul will forward him the latest directory information as soon as possible. Once all is in place we will advise the membership of its availability.

6)1998 SUNY TECHNOLOGY CONFERENCE

Jim and Paul provided the latest information on the 1998 STC:

- Dates-> June 1-2-3 at the FOUR POINTS HOTEL
- Registration remains at \$90.00
- Theme-> Ingenuity, Invention, Innovation: Meeting the Challenges of Accelerated Learning
- Keynote Speaker is Dr. Perry Buffington, noted psychologist, radio personality and author. His talk may center around his latest book "CHEAP PSYCHOLOGICAL TRICKS: WHAT TO DO WHEN HONESTY, PERSISTENCE, and HARD WORK FAIL?"
- PD Session: Howard Strauss on "The Future of the Web/Networking"
- General Session: Bernard Hecker on "Battling Burnout: Managing Your Organization and Yourself"
- Projector "Shootout" on Monday morning featuring LCD projectors (This will replace one of the PD sessions)
- Door prizes provided by the Conference for attendees demonstrating they visited the vendor area

EdTOA track sessions will include our annual business meeting, a session on digital photography(the EC agreed to support a stipend for Douglas Rea of RIT who will be doing this session), updates from the Distance Learning and Hi-Tech/Multi-Media Classrooms Sub-Committees.

We need to program in two more sessions. Several EC members will pursue the following topics: analog-digital transition/non-linear editing/grant writing. The EC agreed to present all duly registered EdTOA attendees a special gift this year. EdTOA will host a networking social on Monday evening after the vendor show, probably starting about 8:00 PM

7) RECOGNITION PLAQUE

It has become a tradition to honor EdTOA personnel for their contributions to the Association by adding their names to those so already honored on our RECOGNITION PLAQUE. Last year PAUL ANDRUCZYK, JEFF DONAHUE, and ROY SAPLIN were so honored. Jim will solicit nominations from the membership for 1997-98.

8) SUB-COMMITTEES

Bob reminded the EC of the need to remind those who volunteered at the Fall Business meeting to serve on the DISTANCE LEARNING and HI-TECH/MULTI-MEDIA CLASSROOMS sub-committees that they need to prepare to share their fact finding activities with the membership in June. Jeff Elliott has agreed to chair DISTANCE LEARNING and Bob will ask Jeff Adams if he will do the honors for HI-TECH/MULTI-MEDIA.

We will also investigate the establishment of a listserv for each of these sub-committees either through Jeff Donahue or have Larry look into asking Peter Jorgensen or Jim Gerland at SUNY-BUFFALO.

9) NYN/SUNYSAT

Bob reported that the New York Network's plans to go digital are in progress. Transmitters are up and running and receivers are being delivered. Bids are due shortly for installation of equipment on all SUNY campuses which should begin in mid or late March. NYN will provide a 2 month window for feeding both analog and digital signals and then go full digital by JUNE 19th. ALL necessary equipment for campuses to convert to digital will be provided by the NYN and ALL current satellite equipment at each campus will REMAIN there "on loan".

8) NEW BUSINESS

- Paul gave an update of his employment status at Buffalo State.

He took the early retirement incentive effective 12/18/97 but remains as interim coordinator through at least mid June. At that time his employment status will be "reviewed". He hopes to remain employed in some way during the Fall semester thus being able to remain active in EdTOA.

- The EDTOA-L Listserv, which had 39 "members" back on 7/14/97 now has a membership of 153, thanks to JEFF DONAHUE's efforts. The 153 represents approximately 37% of our membership.

- Chair Carroll indicated we may have a need for one more meeting prior to the STC.

Meeting adjourned at 2:01 PM.

====> P.S. As this "message" goes out for mailing (3/3/98 at approximately 2:30 PM Buffalo Standard Time) I can update you on the EdTOA sessions in June.

BUSINESS MEETING

DIGITAL PHOTOGRAPHY

MEDIA 100 DEMO

DISTANCE LEARNING SUB-COMMITTEE UPDATE

HI TECH/MULTI-MEDIA SUB-COMMITTEE UPDATE

VIDEOCONFERENCING(2 WAY AUDIO/VIDEO)

Paul Andruczyk ANDRUCPA@BUFFALOSTATE.EDU
2/13/98

Posted to the web 3/4/98 [Peter J. Houghton](#)