

These are the minutes* of the EdTOA Board of Director's meeting held on Friday, September 26, 1997 at the FOUR POINTS HOTEL in Liverpool, NY.
Paul Andruczyk-Secretary/Treasurer

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

EdTOA Executive Board Meeting
FOUR POINTS HOTEL-Liverpool, NY
Friday, September 26, 1997

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
Mike Neuner - Central Region Rep
Sam LaBrun - Guest(Erie Community College)

Meeting called to order by Chair Carroll at 9:35 AM in the Roosevelt Room of the FOUR POINTS HOTEL-Liverpool, NY.

AGENDA ITEMS:

1) MINUTES of the EdTOA Executive Board Meeting of 4/11/97 were approved as written. (HOUGHTON/RACETTE)

2) TREASURER'S REPORT

The EdTOA treasury has a current balance of \$7,982.42. We remain financially healthy and are prepared to supplement the annual CONFERENCE if necessary. Treasurer's report accepted as presented. (GEASEY/HOUGHTON)

3) ANNUAL CONFERENCE RE-CAP

Chair Carroll reported that at this point in time, pending payments from some vendors the Conference will net approximately \$8,000 to be shared by the three sponsoring organizations and pro-rated on percentage of attendees. EdTOA had approximately a 24% share of attendees. Evaluations returned by conference attendees made the following critiques:

- get schedules out ahead of time
- allow for more networking
- need to fine tune the vendor area (from an EdTOA aspect)

Plans are to use the proceeds to continue to bring in quality speakers, especially keynote speaker.

The Board passed a motion to advise the planning committee to "cap" spending on a keynote speaker at \$15,000. (ANDRUCZYK/HOUGHTON)

Dates for 1998 are SUNDAY MAY 31st through WEDNESDAY JUNE 3rd.

4) FALL BUSINESS MEETING

Paul brought the Board up to date with plans for the 1997 Fall Business meeting along side our COA/TOA colleagues in Syracuse. The dates are NOVEMBER 6-7th at the FOUR POINTS HOTEL. EdTOA will cover meals (Dinner on Thursday/Breakfast, Lunch and breaks on Friday). Thursday allows for attendance at TEACHING TOOLS '97 then dinner and an informal session afterwards with Chris Haile and several OET staff. Friday will be a general session (Updates from all three OAs and SYSTEM ADMINISTRATION) followed by our Business meeting. The afternoon will have an equipment demo from Univisions. Last year we limited support at the Fall business meeting to the Primary Campus Contact at each campus. The Board passed a motion to extend "coverage" to any EdTOA "member" able to attend. (HOUGHTON/RACETTE). Paul will e-mail and mail invites to all campuses early next month.

5) EDTOA LISTSERV

A discussion was held with regard to "membership" on the EdTOA listserv established by Jeff Donahue. It was decided that an invitation to be on the listserv will be extended to ALL the EdTOA membership (based on the current EdTOA Directory) and that "other" requests to join will be looked at on an individual basis by the Executive Board. (HOUGHTON/BIRKS)

Paul will forward Jeff Donahue at Binghamton the list of all e-mail addresses he has in the Directory. Jim Carroll will compose a "Welcome" letter that will go out to all those folks we have e-mail addresses for and they can make the choice of being a part of the listserv or declining participation.

6) EDTOA SUB COMMITTEES

Bob Racette expressed his desire to have EdTOA play a major role in equipment and technical expertise advisement not only within the working structure of OET but across all of SUNY. Bob will present the concept to the entire membership at the Fall business meeting. It is hoped that these sub-committees can be formed:

- Smart Classrooms
- Web Pages
- Distance Learning
- Teleconference Rates

7) NYN/SUNYSAT

Bob said NYN is ready, willing and able to assist EdTOA with the publication of a directory. Paul will work with Bob on this item. When the NYN is ready to go digital all required hardware will be provided by the NYN. The NYN was funded in the latest SUNY budget so it will NOT be going Research Foundation or private corporation for now.

8) NEW BUSINESS

The following items were mentioned/discussed:

- Is it time for a revision of the By-Laws and the development of a Mission Statement?
- Chris Haile would like to know if there is anyone in particular on her staff that

we'd like to talk with after dinner on Thursday?

- Jack Hanna from the NYN is willing to join us in Syracuse for the FBM to do a SUNYSAT going digital update.
- Should EdTOA do an Annual Report much like SUBOA does?
- Peter Houghton has an EdTOA web page under way and invites all campuses to "join in"

ADDRESS -> <http://www.alis.suny.edu/EDTOA/newsletr.htm>

- Mike Neuner shared some info on the FINGER LAKES DISTANCE LEARNING PARTNERSHIP of which his campus(ONONDAGA) is a member

- There is going to be a special program at OSWEGO from October 7 - November 15 (flyers have been mailed to ALL campuses) on OUR DIGITAL AGE: CYBERSPACE MEETS THE REAL WORLD.

- Bob Racette reminded folks of a Videoconference added to the SUNYSAT schedule on SEPTEMBER 29th from 9:30-11:30 AM entitled: PUBLIC SAFETY and COLLEGE ADMISSIONS

- No date has been set for the next Executive Board meeting, hopefully to be held at NEW PALTZ

Meeting adjourned at 1:14 PM. Attendees went to the SBE trade show being held at the FOUR POINTS today. Of special interest was the vendor area.

Paul Andruczyk
11/26/97

Last modified January 14, 1998, [Peter J. Houghton, Webmaster](#)