

Minutes of the EdTOA Executive Committee Meeting September 24, 1999

==> Pay particular attention to ITEM #4.1 Within the next few weeks I, on behalf of the EdTOA Executive Committee, will ask for your input in terms of holding regional workshops that would provide you with opportunities for skills/knowledge enhancement in areas related to your job responsibilities, or something like that!!!

Thankx for your time.
Sincerely,
Paul A.

These are the minutes* of the EdTOA Executive Committee meeting held at the Turning Stone Casino and Resort on Friday, September 24, 1999.

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

EdTOA Executive Committee Meeting
Hospitality Suite
Turning Stone Casino and Resort
Friday, September 24, 1999

In attendance:

Larry Scott - Chair
Mike Neuner - Chair Elect/Central Rep
Bob Racette - Past Chair
Paul Andruczyk - Secretary
John Birks - Western Rep
Hailey Dick - Central Rep
Mark Hine - Northeast Rep
Peter Houghton - Northeast Rep
Bill Meyers - Western Rep
Peggy Noll - Southeast Rep
Emily Trapp - Southeast Rep
Roy Saplin - NYN/SUNYSAT
Dave Geasey - Oneonta(guest)

Meeting called to order by Chair Scott at 10:41 AM.

AGENDA ITEMS:

1)MINUTES of the EdTOA Executive Committee Meeting of 5/13/99 were approved as written. (BIRKS/NEUNER)

2)TREASURER'S REPORT

The EdTOA treasury has a current balance of \$3,429.45. The final report from the 1999 STC is not ready. We do have the other have of the proceeds(\$402.81) from the 1998 STC. The preliminary report for the 1999 STC indicates a balance on the plus side so we can anticipate additional funds. The report was approved. (MEYERS/TRAPP)

3)SUB-COMMITTEE REPORTS

3.1 Web Page (PETER HOUGHTON)

- EdTOA IP address: WWW.EDTOA.SUNY.EDU Peter continues to update as needed.

3.2 Distance Learning (BOB BABCOCK/JOHN BIRKS)

- John is putting out a call for members as the current membership is not responding as anticipated.

====>If you would like to work on the DISTANCE LEARNING sub-committee contact:

JOHN BIRKS
ERIE COMMUNITY COLLEGE NORTH
6205 MAIN STREET
WILLAMSVILLE, NY 14221
716-851-1282
716-851-1266
BIRKS@ECC.EDU

3.3 Multi-Media Classrooms (LARRY SCOTT/EMILY TRAPP)

- Lynn Usack at Corning CC is looking for help with IT rooms Jeff Donahue at Binghamton responded with an offer for a site visit at Binghamton and publications available along with the announcement that CCUMC will be doing a live video- conference on classroom design on 4/6/2000

- A second request for help was received via Tami-Jo Eckley from Manhattanville College in Purchase. Emily invited those folks to New Paltz. Executive Committee approved Emily's request to purchase either or both publications for use by EdTOA personnel and specifically the MMC Committee.

- CLASSROOM DESIGN MANUAL-3RD EDITION
\$20.00

Order from: Dr. Sue Clabaugh
Academic Information Technology Services
University of Maryland

College Park, MD 20742
-CLASSROOM GUIDELINES FOR THE DESIGN AND
CONSTRUCTION OF CLASSROOMS AT THE
UNIVERSITY OF CALIFORNIA, SANTA CRUZ \$28.00
Order from: Classroom Guidelines Order
Media Services
University of California
113 Communications Building
1156 High Street
Santa Cruz, CA 95064

4)NEW BUSINESS

4.1 Fall Business Meeting

Because of the difficulty in trying to get the three groups (COA/EdTOA/TOA) together this year and coordinate it with the annual TEACHING TOOLS event in Syracuse it was suggested we pass on a Fall business meeting and try to plan alternative activities

Discussion produced a plethora of suggestions. Among them were:

- hold several "regional" workshops/seminars/PD sessions
 - schedule them during intersession on campuses, most likely some time in January
 - try for a Monday and/or Friday schedule
 - do 2-3 sessions-same day-different regions
 - maybe start with one in the East and one in the West
 - a 10 AM to 4 PM schedule
 - EdTOA would cover coffee/donuts and lunch for all EdTOA attendees
 - possibility of doing one/two during Spring Break
- Paul will e-mail the EdTOA listserv and solicit suggestions for topics for the sessions.

4.2 SUNY Information Technology Support and Services

Larry gave a report on a meeting held in Syracuse on 8/17 to discuss the possibility of forming an Information Technology Support and Services group(COA/EdTOA/TOA/SUNYLA/FACT/LANYag/CPD T-TC/ITEC) to support SUNY-wide efforts in concert with System Administration, the Business Officers, and the Academic VPs. Long term SUNY-wide objectives and the definition of technologies to meet those objectives would have to be identified. A lively discussion followed with many "areas of concern" being addressed. Lots of questions were raised with regard to how the "organization would

"operate", would a dissenting "voice" be heard, barriers to success, who represents EdTOA, etc. The Chair was requested to take EdTOA's concerns with him to the next meeting on the proposed SUNY IT Support and services.

5)NYN/SUNYSAT UPDATE (ROY SAPLIN)

- Reprints from Spacenet 3 to GE 5 are complete. If anyone is having reception problems call JACK HANNA or TED WERE at the uplink site in Albany - 518-453-9521.
- New IRD's are expected by 12/31/99. It will allow NYN to expand the digital capacity from 2-3 channels to 5-6. Current cost is inexpensive so NYN has decided to do it while we can. Any temporary inconvenience will be offset by the expanded capacity.
- AENY cable began on 9/7. It's a 12 hour per day(10 AM-10 PM) 7 days a week offering to cable company head-ends around NY state. Check out the schedule as it may save you a dish swing now and then...WWW.NYN.SUNY.EDU and click on the ACCESS EDUCATION NY icon.
- The DPS(Digital Program Service) is still in development. DPS will allow for access to a database via internet, pick a program, then return path has programs placed on the video server and transmitted as compressed files via one of the digital channels to a computer at the beta site. Programming is stored as a file on the downlink site computer until instructors are ready to "play" it down. Programs may be played at the desktop, over a LAN to other desktops or transferred to tape for more traditional viewing. NYN anticipates full BETA operation in Spring semester.
- AENY-RealTime-currently same service as the 12 hour daily cable feed. May be accessed by any campus. The programs are all cleared for campus and/or broadcast use. There are currently NO fees for the programs. It is, however, primarily intended for K-12.
- @ny Campus @nytime - is a "grown-up" version of the DPS(see above). Same delivery concept but with college level programming available. This will roll FOLLOWING DPS initial offerings.
- Georgia Tucker is the AENY/DPS interim director. She will be working with NYN 3 days per week to expand AENY/DPS services. Comes to NYN from her own communications firm. She has worked in public broadcasting and in BOCES and has a solid understanding of both instructional needs and of the technology to meet the needs.
- NYN has just signed a contract for a duplexed, dedicated, dark fiber connection: Albany to NYC for \$6,700 per month. However, we bought the encoder box at OTO at a cost of \$30K. Vendor is Telergy. The cost of the old microwave connection was \$12,500. Fiber is finally being priced at a competitive rate...that could open other doors around the state.

6)2000 STC

- Mike Neuner is our Track Coordinator with assistance from Emily and Bill.
- STC 2000 will be at the Holiday Inn in Liverpool. Dates are Sunday June 4th-Wednesday June 7th.
- The STC Planning Committee is looking at the possibility of a new location for 2001.
- It appears for now that a digital camera shoot-out for this year is being put on hold.
- The idea of a "scholarship" or two to STC was discussed.

---> NOW IS THE TIME...if you have ideas for speakers, PDs, EdTOA sessions, vendors don't hesitate to contact:

Speakers-PDs-Vendors

LARRY SCOTT (LJSCOTT@ACSU.BUFFALO.EDU)

PAUL ANDRUCZYK (ANDRUCPA@BUFFALOSTATE.EDU)

EdTOA sessions

MIKE NEUNER (NEUNERM@GOLIATH.SUNYOCC.EDU)

BILL MEYERS (MEYERS@GENESE.EDU)

EMILY TRAPP (TRAPPE@MATRIX.NEWPAULTZ.EDU)

For Vendors recommendations PLEASE include:

COMPANY NAME/MAILING ADDRESS/PHONE NUMBER and MOST importantly, the name of a CONTACT person.

- The EC agreed to hold our annual "SOCIAL" Monday evening but will look into going "off-campus" in 2000. Mike Neuner agreed to scout out some places near the Holiday Inn.

8)OLD BUSINESS

- Kailbourne Memorandum

Larry shared his response to Erland Kailbourne's Telecommunications Planning memorandum of 6/22 regarding the purchase and/or installation of new voice, video or data communications facilities without the written approval of the Chancellor. Larry let Mr. Kailbourne know at EdTOA we are ready, willing and able to assist his committee as they review and develop a cohesive strategy for future technology initiatives within SUNY.

- Paul shared an e-mail from Jeff Donahue in which he said he will take our request for CCUMC to allow for a one day pass to future CCUMC conferences.

- Paul informed the Committee that Katherine Nanneman has resigned as Media Services Coordinator at Broome CC to return to school (Southern Illinois) to obtain another Master's Degree and go into English Comp teaching.

- Rumor has it there is an EdTOA hat on display in a prominent place in the ALIS office at System Administration.

- Bob Racette reported that Donna Curtin has left the Training Center and has returned to Cortland State.

- Paul suggested that Larry send a letter of thanks to the President of Chapter 22 SBE for allowing us the use of the room for our meeting.
- The next Executive Committee meeting will be scheduled on an "as needed" basis.

Motion to adjourn(HOUGHTON/RACETTE) meeting at 12:41 PM.

Executive Committee members attended the Chapter 22 Conference/Trade Show of the Society of Motion Picture and Broadcast Engineers in the Turning Stone Convention Center.

9/30/99