

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



EdTOA Executive Committee Meeting
Phone Bridge – Buffalo
Wednesday September 15, 2004

In attendance:

Manny Bekier – Chair

Hailey Dick – Treasurer/Secretary

Peter Houghton – Webmaster

Bob Racette – Membership/Northeast Rep

Pat Wright – Central Rep

John Birks – Western Rep

Dave Geasey – Chair Elect

Peggy Noll- Southeast Rep

Emily Trapp – Southeast Rep

Approve Minutes from May 10, 2004: Correction: Under Regional reports – "moral" should be "morale." Minutes accepted. (Noll/Wright)

Treasurer's Report: Everything is great! New checks were ordered including a deposit stamp and check binder (\$81.90). Current balance is \$3,131.30. We have not received proceeds from STC 2004 yet. Accepted (Wright/Birks)

Regional Reports:

- Northeast – Training session at HVCC is in the works. In the future Bob will arrange training sessions at his campus and will just send out invitations to the EdTOA list to see if there is interest.
- Central – Nothing to report.
- Western – Nothing to report.
- Southeast – Rockland County Community College wants to have an event. They would like to have a meeting "down there" somewhere.
- NYN – No report

Committee Reports:

- DL – Nothing new to report. NYS BOCES group will be meeting again in the fall. Emily would like to work with them and bring in more EdTOA folks into the mix to create a cohesive working relationship. October meeting date is planned in Binghamton. Emily will keep us up to date.
- Technology Enhanced Classrooms – No report.

- Membership – No report. Manny reports that only 18 out of 64 campus' were present for STC. Would like to talk about a brochure to lead people to the EdTOA website and find out about us. Bob would love to do this but time restraints and workload could be a problem. Manny suggests that perhaps each regional rep should canvass the campuses for membership updates. Pat suggested that we track how long a member is active and award them every couple of years. Perhaps how many years they have attended STC. How about an extra bag of post-it notes????
- Web page – Peter updated the minutes from May 10 EB meeting. Regional Representation pages still need to be updated. Membership pages have been updates (3 new ones). Will send out another request for updates and send the list to Bob Racette for Membership Committee.
- SUNY Council of CIO's – No report.
- SUNY TV – This will be brought up at Fall Business Meeting. Emily has been invited to be on the SUNY TV advisory group (different from our sub-committee). Consists of faculty, staff, and administrators from SUNY campuses. They will have a meeting October 15 at NYN.

Old Business:

- Name Change for EdTOA – Manny suggests EdTech (Educational Technology Association). Discussion ensued. This topic will be discussed at a meeting of the entire Association.

New Business:

- Fall Business Meeting – November 15th is the tentative date. Crowne Plaza is the hotel closest to NYN (rooms are available at state rate) Bill Snyder plans on giving a SUNY TV presentation. Assistant Chancellor Joel (sp) is tentatively scheduled to participate as well. Anyone traveling over 3 hours will be reimbursed for travel expenses. Due to the probability of low attendance due to no good "hook" to get a large number of EdTOA's perhaps we should make this meeting our first "face to face" Executive Board Meeting. Work to be done on a teleconference from SUNY TV for the afternoon so other members can "attend" without having to spend the expenses to travel. We feel this will give us a greater opportunity for more people to attend. "Electronic Fall Business Meeting" (Thanks Dave!!)
- Vendor Demo-Fall Business Meeting – It was decided that it would be a better interest to all constituents if each region has their own training.
- Annual Survey – Manny would like to establish a sub-committee for the survey. What do we want to accomplish? It would be nice to see the comparison between staffing on the different campuses. Also, new and decreasing trends that we see might be beneficial to us.
- STC 2005 – It is in Kerhonksen again this year June 12-15, 2005. Manny would like to recognize new members this year on the name tags. "Member since....."

Chair Bekier asked for a motion to adjourn.(Wright/Houghton) (NOT SURE OF TIME!!)