

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



EdTOA Executive Committee Meeting  
Phone Bridge, April 10, 2007

In attendance:

Hailey Ruoff – Chair  
Pat Wright – Secretary/Treasurer  
Dave Geasey - Northeast Rep  
Peter Houghton – Northeast Rep  
Jeff Donahue – Central Rep/CCIO Liaison  
Bill Meyers – Western Rep

Meeting called to order by Chair Hailey Ruoff at 9:35 AM

**Agenda Items:**

1. Review of minutes from 2/26/07. Jeff Donahue stated that references to ICIA should be changed to Infocomm. Motion to approve by Peter Houghton as amended; seconded by Dave Deasey.
2. Treasurers Report – Current balance is \$12,633.96. Jeff Donahue motioned to approve; seconded by Peter Houghton .

**Old Business:**

1. STC Scholarships (\$120.00 registration fee) – Hailey will send out notification to them (two winners).

**New Business:**

1. STC 2007 – Session updates
  - **Certification process through Infocomm.** Jeff Donahue - Cheryl Reagan from Infocomm session on Infocomm Certification. Thursday 2:15 session preferred time slot and 1:15 session second choice time slot. Jeff will enter information into the online session request to hold the time slot.
  - **Digital Signage** – Emily was not present to report. Hailey will contact her.
  - **Death of Slides (Digitizing Slides) and Dual Display** – Emily was not present to report. Bill Meyers tried to contact Susan Demaio to coordinate his part in the presentation, but has not been successful. Bill Meyers will contact Emily and/or Susan Demaio.

Update: Bill Meyers spoke to Emily after our bridge call, and it looks like Susan will not be able to present the "Death of 35MM Slides" session we had discussed. Emily had sent a link a while back to some articles on the

topic, and I have just spoken to one of the other authors. Dr. Steven Zucker (Art Faculty at FIT) has said (tentatively) that he'd be interested in presenting on the topic in Susan's place, and might bring a co-presenter (Dr. Beth Harris). He and Dr. Harris have presented together before, and have worked together on one of the articles on the SUNYergo online publication. Dr. Harris is FIT's Director of Distance Learning. It's not set in stone, but Dr. Zucker has said he will get back to me within the week on his/their availability (or another possible presenter if they can't do the session).

- **Podcasting/Coursecasting Vs. Video Podcasting** – Dave Shurtleff was not present to report.

Update: Bill Meyers has a call into Dave Shurtleff about the session he proposed, but he got his voicemail so he doesn't have an update.

- **Rich Media** – Dave Shurtleff was not present to report.
- **DVD for Graduation Distribution** – Colin Plaister (Fredonia) on how they have produced the Graduation Ceremony DVD. Will be added to STC schedule. Change Thursday time to 10:15 or 8:00 AM slots.
- **Business Meeting** – has been added to the STC schedule.
- **Stress Management for the Techie** – has been added to the STC schedule.
- **Extron presentation** – May still be available for a session early in conference because of Infocomm conference.

Update: Bill Meyers just spoke with the folks at Extron. They are still committed to doing a session for EdTOA on the first day if possible. We're still trying to nail down the specific topic, more to follow....

2. Some vendor sessions had been added to presentation sessions and are being ignored under the presentations. They have been scheduled as vendor sessions appropriately.
3. Send \$150.00 towards a gift card for the “special awardee” to COA. Hailey will give Pat a receipt for the updated placard for the outgoing chair plaque. She will also send out a vote call for the outstanding “EdTOAn”.
4. All hotel room requests for guest speakers should go to Hailey. Hailey will send a master list of names and arrival/leave dates to STC Committee (Dave Powalyk).
5. Jeff discussed how people get subscribed to Listsrv. Peter will work on adding this info to web site. New additions should go to Peter first to complete database.

Next phone bridge meetings scheduled on 5/1/07 at 9:30 AM.

Motion to adjourn at 10:10 AM. Made by Pat Wright and seconded by Bill Meyers.