



EdTOA Executive Board Meeting  
EB Conference Call – March 9, 2011

In attendance:

Peter Houghton - Web  
Dave McQuin – Chair  
T. John McCune – Chair elect  
Roseann Anzalone – Northeast Rep  
Neil Satterly - NYN  
Bill Meyers – STC Session Coordinator

Chair McQuin called meeting to order at 9:10 AM. Motion to approve agenda Anzalone; no changes.

Motion to approve minutes McCune; no quorum so no vote.

**Treasurer's report** –in absentia - As of 3/1/11 we have \$7,962.74 with no outstanding items.

Note: We cannot prepay for speakers – except for registration (as I can cut a check directly to Dan Sidebottom). All travel expenses can be reimbursed in person, with prior EB approval, at STC (with receipts) OR can be settled after the event.

**Regional Reports:**

Northeast: Regional meeting will be rescheduled – trying to find best time for all. Weather has not been cooperating and then getting into spring break.

Western: No updates – Burstpoint demo will be rescheduled for the summer. McQuin stated Extron will be doing a digital media training in Rochester. Discussion of

Central: No report.

Southeast: No report.

**SubCommittees:**

Web site: No report

CCIO: Meetings sent with EB minutes – no additional report.

NYN: Satterly has been in phone conversations with Accordant rep – Erik Wright. Rep has not been doing an adequate job on reaching out to SUNY and marketing to SUNY. Satterly is frustrated at the lack of explanation of the product to campuses. Wants support from the marketing side of Accordant. They have been on the road with seminars that they have been doing with Microsoft. This solution has been developed specifically for higher ed. They will be putting together a webinar version of their seminars. Satterly would like it to be less than two hours. Accordant will do it for the EdTOA group – no date yet but Satterly wants it by early May (before STC at the latest). NYN will host and will open the facility for a regional type event for anyone that would like to visit. Discussion ensued on appropriate times/dates for this event that would benefit the entire campus contingent. Asked for input from EB on what days to stay away from for this event.

FACT2: Rep not on call but McQuin reported that presentation will be made at CIT and would like to know if we should reach out to have this presentation done at STC. Classroom design and what resources are available. Suggestion was made to reach out to Emily.

CCSID: Echo 360 pilot is going well. Camtasia relay pilot is “going” McQuin finds that the server based system is not as reliable as the Camtasia standalone product.

### **Continuing Business:**

#### Membership:

Member Survey – Another 15/20 responses when survey was re-opened. Meyers will compile information and send it out. Session topic ideas there are similar themes.

SBE Expo – McCune and McQuin still waiting to meet with SBE folks. McCune will follow up with Baycura to find out when the next meeting is being scheduled.

STC Sessions – Meyers has tried to firm up details from session that were discussed. There are 4 or 5 sessions in the system currently – we need ALL of them in place. McCune has to submit one on the course capture {panel} and another on virtual meeting spaces {panel}. McQuin followed up with Mike Czinski (sp) on Video Walls. NYN will contribute in any way they can but they do not want it to sound like a sales pitch. Let Satterly know what we would like to see! Meyers wanted Satterly to know that since NYN is a group within SUNY that a presentation wouldn't be considered a sales

pitch. Perhaps a “services we provide” type of presentation.  
Satterly is reassured that he could do something that is relevant to EdTOA. NYN it’s not just for OTB anymore ☺

Regional Rep Recruits: McCune is the chair elect - how do we start recruiting regional representatives for election in the upcoming GBM meeting? Perhaps try with existing reps to reach out to regions to join us at the business meeting at STC and to become familiar with the organization.

McQuin asked for Anzalone to share document she created with the entire group – starting points for regional reps. She will send out later today. Let’s not leave this up in the air for discussion at the GBM – a slate of people should be set-up ahead of time. We will put in on the agenda for the next conference call.

McQuin called for agenda items for next meeting. Meyers wants session details!!  
McQuin will contact regional reps to have them reach out to campuses for participation in STC and also regional representation.

Meeting ended at 10:40am.

Respectfully submitted: (Thank you Peter!!)

Hailey M. Ruoff  
Secretary

**PLEASE CHECK THIS LIST AND NOTIFY SECRETARY OF ANY UPDATES:**

Current Representation:

Western: Frank Mancini, Beth Fellendorf  
Northeast: Roseann Anzalone, vacant  
Southeast: Gary Vonsize, Doug Lyke  
Central: Christopher Baycura, vacant

Chair: David McQuin  
Chair Elect: T. John McCune  
FACT 2 liaison: Emily Trapp  
Secretary/Treasurer/ CCIO Liaison: Hailey M. Ruoff  
Webmaster: Peter Houghton  
STC Session Coordinator: Bill Meyers