

**Agenda**

EdTOA Exec conference call

9:00 a.m. on Tuesday, February 16, 2016

Call-in number: (716) 250-5854

**Minutes**

In attendance: Benzin, Romero, Tucci, Fellendorf, Snyder

Absent: Trapp, Kahn

* Call to Order 9:05 a.m.
* Approval of Minutes from 12/22/15 meeting – unanimously passed
* Old Business
	+ STC Proposals
		- a few proposals have come in on Google Docs from the listserv request, Beth will distribute to the group
		- one more push this week for additional topics, will send out current list of suggestions with reminder
		- sessions framework by end of March
		- shooting for 10 or 11 sessions total
	+ EdTOA Branded Merchandise
		- shirts are done – Fermin will distribute by STC
		- tablecloths, scarves, mugs, USBs, backpacks are also possibilities
		- will work out website budget to see what is left to spend on swag
		- Fermin will distribute list to Exec Committee of $3000 worth of possible swag for STC (no mugs)
		- 2 week turnaround time for vendor
		- nice backpacks for speakers at STC?
	+ Website
		- nothing new to report as of now
		- this month’s goal is for screenshots and possibly mock server
	+ Web conferencing smorgasbord
		- Skype for business – Amy Becker, Collaborate - Todd, Fuse – Fermin, Polycom RealPresence – Drew, Joe Smith/Jon Brennan - Zoom
		- Friday in early to Mid-March
		- Todd will contact potential presenters to coordinate a possible date
	+ Spring Ed Tech Forum – reaching out to listserve this week
	+ Extron Training Scholarships
		- missed that train, but we’ll know for next time – better communication amond coordinators and EdTOA Exec Committee is required
		- birds of a feather for Extron trainees at STC?
			* What worked, what didn’t, future training topics?
		- leave opportunity for Crestron at STC, as well
			* concurrent birds of a feather may work to get everyone involved at once, but leaves little room for those curious or currently dealing with both platforms
		- campus-specific training sessions for Crestron? – Brad points out that NJ trainings provided by Crestron seem to be either too basic or too complicated
		- programmers/software engineers at schools? – topic for STC?
* New Business
	+ None
* Reports
	+ Vice-Chair Report
		- Nothing further to report
	+ Treasurer Report
		- No updates
	+ Programming and Practice
		- Nothing further to report
	+ External Liaison
		- FACT2 Communications Plan pdf from Brad – Exec Committee should take a look to advance future discussions regarding communication with SUNY constituencies
	+ Membership (submitted via email)
		- *I started doing my updates for the membership – and Website.*
		- *Some of you have received my calls and thank you for your valuable information.*
		- *I am devoting at least 3-5 hours a week to the project. Time permitting.*
		- *I hear a lot of desire for the CTS exam – many want and need to get their certifications.*
		- *I am curious to find out if the CTS training (as proposed months ago) is going to happen this year?*
		- *I would love to be able to let EdTOAns know of the plans.*
* Next Meeting Tuesday, March 15 at 9 a.m.
* Adjourn 9:53 a.m.