



## Minutes

EdTOA Exec conference call  
3:00 p.m. on Tuesday, December 15, 2020  
Teams Conference ID: 934 738 802#

1. Call to Order
  - CTO @ 3:03 PM
  - Present: English, Larrivey, Lynch, Meyers, Pijanowki, Ruoff, Stephens, Taverna, Tucci, Van de Bogart
2. Approve previous meeting minutes – October minutes still under review, Chris moved and Patti seconded that we can approve minutes via email. Motion tabled to ensure bylaws don't prohibit this. Bylaws were checked, no restrictions Vote was held and approved unanimously
3. Old Business - None
4. New Business – 2020 wrap up discussion
  - Some students had issues due to faculty using a variety of online platforms (additional to the ones supported) – example of five faculty using five different platforms for teaching.
  - A lot of issues regarding dual-modality, Oneonta is doing paid student production assistants to manage technology in classes
  - Students with bandwidth and internet access issues, wifi added to parking lots, hotspots provided, laptops loaned out
  - Investigation on portable lecture capture / video conferencing
  - Enrollment dips
  - Web forums have been successful
  - Library has been handling equipment loan sign-outs on many campuses
  - Not able to get a lot of strategic progress going on, a lot like "Groundhog Day"
  - Issues with document cameras not displaying to remote students in classrooms that were initially in-person only, over break all document cameras will be configured to go through computer
  - DVD/VHS deck removals

## 5. Reports

- Vice-Chair – No report
- Treasurer - \$11,313.78 balance, \$500 just paid to Avixa to renew our membership for another year (through 12/31/2021)
- Secretary – Draft minutes will be sent out
- Programming and Practice – No F2F forums planned for the Spring, but we can start planning for the Fall F2F sessions. Web forums will continue in the Spring. Scheduling will determine when the next forum can be done, potentially starting back up in February.
- External Liaison
  - FACT2 approved the camera statement (attached) – suggested best practices
  - Flexspace research initiative
  - Coursera business model shifted, Coursera for Campus is a new URL; new tools available and in development; can set up a SUNY-wide LMS through Coursera for Campus
  - Extron would like to do another training in the Spring – perhaps we can set something up in April?
  - CPD Spring courses under planning, not sure when returning to F2F. CIT will be remote using OnAir. Working with STC for their remote needs. Project Management classes popular and continuing.
- Membership – No report

## 6. Good of the Order

## 7. Adjourn

- Adjourned at 3:57 PM

Synchronous online learning technologies pose new challenges with respect to student privacy and equity. To raise awareness of the challenges facing students in digital environments, the FACT<sup>2</sup> Council makes the following observations and recommendation:

- Students may wish to maintain privacy and not share a view of their living quarters or home identity with their classmates and instructors.
- Students may have low-bandwidth or mobile connections that will not provide stable or affordable video connections.
- Although some students may be able to use virtual backgrounds, this will not work for students who use phones, tablets, and laptops with processors that do not support virtual backgrounds.
- Noisy environments can also interfere with student use of their microphones. Alternative student interaction can take place using chat, polls, and other similar alternatives.
- Class attendance and participation can be tracked using active learning techniques without requiring students to turn on their cameras.

Therefore we endorse City University of New York's Guidelines on [Requiring the Use of Cameras during Live Classes](#):

*As is the case with many colleges and universities that have chosen online and distance learning modalities as a result of the COVID-19 pandemic, faculty utilizing Zoom, Blackboard Collaborate and other digital technology to deliver course curriculum/material must be sensitive to issues of privacy. To that end, faculty offering classes through web conferencing digital technology like Zoom cannot require that students turn on their cameras during live classes, unless there is a pedagogical need to do so.*

Further, we recommend that any requirement of student live webcam use be disclosed to students prior to course registration and included in the syllabus, along with information on how to seek a reasonable accommodation for disability-related limitations on webcam use.

This recommendation is intended to raise awareness of privacy, equity, and inclusion issues. The ultimate decision regarding student camera use rests with individual faculty members.

Faculty are encouraged to work with local support services for campus policies, resources, and support.

# SUNY Computing Officers Association

## Executive Board Meeting Agenda

Bringing SUNY Technology Professionals Together

Date: November 16, 2020

Time: 9:03 AM

Attendees: Scot Beekman, Tony DeFranco, Jay Fried, Bill Kramp, Dan Laird, Wade Lambert, Kris Lynch, Scott May, John McCune, Tom Moran, Krystal Perlman, Lisa Raposo, Brett Southard, Idalia Torres, James Werner

1. Secretary's Report
  - a. Review of Minutes (James Werner)
  - b. Motioned by Scot, seconded by Idalia
  
2. Treasurer's Report
  - a. Balance as of 11/12/20: \$59,005.29
  - b. The \$900 invoice for the rebranding was processed
  - c. CPD Credit of \$292.58
  
3. Reports from Liaisons and Others
  - a. CCIO (T. John McCune)
    - i. MS Teams and Communications
    - ii. Asking for an update list from the CIO's
    - iii. Asking for additional updates
  - b. COA List Status (Idalia Torres)
  - c. CPD (Lisa Raposo)
    - i. Updating our website
    - ii. Add online conferences
    - iii. Reaching out to our audience for their needs
    - iv. On Air event
      1. Vendor exhibition functionality in January
      2. Optioned for 2021
      3. Scot: Doing a demo day of core products, for a demo day
      4. John: Sessions were tied to the presenter not the topic
      5. CPD looked at VFairs for campus college fairs
      6. John: CPD have licensing for Zoom webinars?
        - a. Kris: Room for 300
      7. Prizes at eConferences
      8. Sponsors can put up flyers or other items
      9. Rolling banners
      10. Scot: Promotional materials that go out to potential vendors
      11. Gamification
      12. Customizable options
      13. John: When we generate revenue again?
    - v. PM Fundamentals class this month

- 1. Another class in the spring
    - vi. Regional forum on December 2 for presenting governance boards and steering boards
  - d. EdTOA Minutes
    - i. Nothing to Report
  - e. FACT2 (John Davis)
    - i. Meeting in October
    - ii. Discussion of the new task groups
      - 1. Assessment, course level
      - 2. Student support, in the online environment
      - 3. CIT will be after Memorial Day
      - 4. Registration for CIT?
        - a. Lisa: Small cost, able to use CPD points
  - f. ITEC (Bill Kramp)
    - i. Mergers between ITEC and Albany
    - ii. ITEC and SUNYNet
  - g. OLIS (Tony DeFranco)
    - i. Systemwide library application use
  - h. Regional Forums (Michael Dzikowski)
    - i. CPD Resources to assist for a meeting, \$500.
  - i. STC (Scot Beekman & Bill Kramp)
    - i. No topic yet
    - ii. First planning meeting
    - iii. STC will be virtual in 2021
    - iv. STC 2022 will possible be a hybrid
      - 1. With all the construction at Lake Placid, it is still up in the air
      - 2. Will be creating a tentative budget
      - 3. Meeting over the next couple of months
  - j. TOA (Brett Southard)
    - i. Fall General Meeting
    - ii. More participation
  - k. Web Site (Dan Laird)
    - i. Posted a link to the Wizards Confluence page
4. Old Business
  - a. Communications
    - i. Facebook Workplace
    - ii. Microsoft Teams
      - 1. Keeping the Teams updated
    - iii. Are there other platforms that we should test?
  - b. Active Members from each campus for the past four years
  - c. Programming
    - i. Regional Forums
    - ii. SUNY Technology Conference
    - iii. Virtual Meetings in 2020
  - d. Treasury Status
    - i. Scot: Perhaps get to the point in which we can disburse items
    - ii. If 2022 is not in Lake Placid, everywhere else is more expensive

- iii. Large deposits for other venues
    - iv. John: Construct a budget not to exceed \$5,000
  - e. Rebranding
  - f. COA Bylaws Review
  - g. Elections Vacancies
- 5. New Business
  - a. 2021 Goals Discussion
    - i. What should be a COA focus on during 2021?
      1. Finalizing the rebranding on the website
      2. Bridge the virtual gap
      3. More accessible regional forums
      4. Scot: Hybrid technical forum
      5. Time of the hybrid forums?
        - a. Scot: Offer a couple of different options

Motion to adjourn at 10:54. Motioned by Lisa, seconded by Scot.