



**QUEENSBOROUGH COMMUNITY COLLEGE**  
The City University of New York

**MEMORANDUM**

***Academic Senate Committee on Computer Resources***

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To: Academic Senate  
From: Committee on Computer Resources  
Date: May 9, 2001  
Subject: Annual report of the Committee on Computer Resources for 2000/2001

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Members:

Camille Bodden, Nursing  
Cheryl Bluestone, Social Sciences  
Steven Friedman, Business (resigned 2/7/01)  
Sandra Marcus, Library  
Dwight Meyer, Biol. Sci. & Geol. (Chairperson)

Ex officio:

Bruce Naples, Director of Academic Computing Center  
George Sherman, Director, Office of Information Technology

Guest at all meetings: Phil Pecorino, Social Sciences

- The Committee's original plans to form a subcommittee on Educational Technology, Programs, Planning and Policies that had been passed May 2000, was abandoned because of the establishment of the Technology Committee by Vice President Lapidus. The Technology Committee satisfies the Middle states recommendation: "A formalized plan should be implemented to ensure the continued maintenance, repair, and upgrading of computer hardware, software, and laboratories and other instructional equipment." The Chair of Computer Resources serves on the Technology Committee.
- Much of the Committee's work has been devoted to communication regarding technology on campus. This has primarily involved publishing a newsletter each semester. The Fall newsletter was eight pages and the Spring newsletter nine pages. The Spring newsletter included interviews by Committee members of instructors who use technology in their teaching .
- At the suggestion of Bruce Naples the Committee voted to serve as an advisory group to the Academic Computing Center; this role has not been actively set in motion.
- Committee meetings have included discussion of the QCC website policy regarding standardized faculty/instructional pages and the "Computer code of conduct", promulgated on the QCC web site under "CUNY Computer Policy".
- By way of a meeting and e-mail vote, the Committee decided to submit a proposal to change the charge of the Committee, the number of members and the name. The attached memo was e-mailed to the Committee on Committees in March.

**QUEENSBOROUGH COMMUNITY COLLEGE**  
The City University of New York



**MEMORANDUM**

***Academic Senate Committee on Computer Resources***

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To: Committee on Committees and Bylaws Committee  
From: Committee on Computer Resources  
Date: March 23, 2001  
Subject: Proposed Changes to the Committee

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**Members:**

Camille Bodden, Nursing  
Cheryl Bluestone, Social Sciences  
Sandra Marcus, Library  
Dwight Meyer, Biol. Sci. & Geol.

**Ex officio members:**

Bruce Naples, Academic Computer Center  
George Sherman, Office of Information Technology

The Committee on Computer Resources has discussed the current charge of the Committee, the name of the Committee and the number of members on the Committee, and has voted to change all three.

**The Charge:**

Considerable change has occurred since the inception of the Academic Senate Bylaws outlining the charge of the Committee on Computer Resources. For example, the proliferation of computer resources is now reflected in an inventory of hundreds of pages; this makes regular surveys (currently one of the charges) onerous and unproductive. The Data Processing Center has been changed to the Office of Information Technology. And recently an Academic Computer Center has been established and a Technology Planning Committee set up. In the spirit of changes in the Academic Senate Committee structure this Committee proposes the following changes:

**From current charge:**

*The Committee on Computer Resources shall:*

- a. Survey all the computer resources of the College at regular intervals and report to the Academic Senate on the quality and quantity of these resources.
- b. Report and recommend to the Academic Senate on matters involving present and future utilization of these resources.

- c. Evaluate and report to the Academic Senate on the policies, services, and facilities of the Data Processing Center and all academic departments.
- d. Report to the Academic Senate on all computer-related College activities such as registration, faculty research, library, use of local and remote (i.e., CUNY, etc.) computers, educational uses, etc.
- e. Act as a general advisory group on computer resources.

**To:**

*The Committee on Computer Resources shall:*

- a. As deemed necessary, report to the Academic Senate on developments and problems regarding information technology at the College, particularly as it relates to academic computing.
- b. Advise and assist the Academic Computing Center with respect to faculty and staff technology training, academic web sites, and general educational use of information technology.
- c. Make recommendations and/or institute methods of keeping the College community informed about information technology utilization, developments, and policies.
- d. Provide liaison members to committees concerned with information technology.

**The Committee Name:**

If the charge is changed to that proposed, it seems only fitting that the name be changed to "Committee on Informational Technology".

**The Number of Committee Members:**

This Committee has experienced problems regarding availability of members; for example, at this time there are four members, one of whom is experiencing temporary medical problems. It seems invariably there is a problem of conflict of time that precludes all members from attending meetings. Perhaps more important, there is a need for a pool of people experienced in various aspects of information technology. This pool is needed to make contributions to Committee business such as policy considerations, contributions to the newsletter and now to the task of advising the Academic Computing Center. Because of these considerations we ask to have the number of regular members of this Committee increased from 5 to 7.

Respectfully Submitted:

Dwight Meyer, Chair