

QCC COMMITTEE on COMPUTER RESOURCES

An Academic Senate Standing Committee

Minutes

Meeting of December 14, 2011

Senate Standing Committee on Computer Resources

Chair: Amy Traver, Secretary: Nidhi Gadura

Members Present: Amy Traver, Nidhi Gadura, Jeffrey Jia, Wendy Ford, Tina Bayer, G Michael Guy, VP Sherri Newcomb. Absent: Vazgen Shekoyan, Kathleen Kilcoyne.

- Minutes from the last meeting were accepted with minor edits as discussed.
- It is hard to find students to serve on the Committee and it was suggested to ask students from the Student Tech Fee Committee if they might be interested. Perhaps it is a good idea to look at the list of student clubs on campus and see which student clubs might be relevant so that their students can be invited to join our committee.
- Projects assigned to the committee members were reviewed:
 - Michael said that he has a template already and will populate it with suggestions in the upcoming break.
 - VP Newcomb suggested that it might help if we can centralize/ create tickets for difficulties and classroom issues at the help desk. This way data can be collected and studied.
 - Tina compiled the list of smart rooms and podia. She also has a line/box ballot ready. She reported that ACC is understaffed to handle or support all faculty across campus and would prefer if departments can share responsibility. Problems with knowing who is/what departments are responsible for what were discussed.
 - It was suggested that we should create a database for faculty who use podia, speakers, projectors etc.
 - It was discussed that mobility of smart carts and equipment across buildings is an issue especially when elevators are out of order. There should be a baseline level of technology in every room.
 - Another issue raised was that there is hardly any IT support for evening classes.
 - Amy met with Jeff and was only able to find one year end report in the archives from previous CRC meetings. She is in touch with other chairs and faculty to find missing minutes of previous meetings and year end reports. She is also in touch with Bruce regarding new Black Board version and changes that might follow.

- Jeff will help Amy look for other missing articles that might have been misplaced/filed improperly.
- Nidhi reported that she got in touch with Meg at CETL office regarding Tech-oriented Grant call. Meg was not aware of any availability of funds regarding the same. Instead she suggested that there are stipends available to faculty who attend technology workshops. VP Newcomb suggested to get in touch with Dean Marchese instead. Our committee can even make suggestions and help draft a call for proposal for faculty use of Instructional Technology.
- Committee discussed sustainability of technology issues arising from continued support of equipment beyond the grant periods.
- Vazgen updated Amy regarding his project. He will be able to create content of committee website over the upcoming winter break.
- Wendy was able to look for resources for faculty on CUNY main page. She said all the faculty links were present there and no additional software is available. When prompted by Amy & VP Newcomb, she also agreed to look into creating software user groups.
- Committee discussed that SPSS is available upon request to IT. It was also suggested that there should be a master list of all the software that faculty might have and perhaps user groups can be created depending on faculty interests. Wendy agreed to contact ACC/IT to see if they have more software resources that are not on CUNY main page.
- It was not clear how iPad's will be helpful to various committees across campus. It must be demonstrated how this technology can be of value.

5 year Tech Plan was discussed:

- College would like to have more faculty input. Perhaps focus groups can be created to address this.
- Discipline specific gaps need to be identified and addressed overtime.
- Committee suggested that department CLTs should be included in this discussion and their technology related should be looked at.
- Student access to computer in the library and ACC and space issues need to be discussed. Student Affairs did this study and we need to look at their data and prioritize accordingly.
- VP Newcomb discussed that we need to gather data at macro level for long range study. She suggested that there is stable funding for the next couple of years and we can make informed investments for college in the future.

Meeting was adjourned.

Respectfully submitted,

Nidhi Gadura