QCC COMMITTEE on COMPUTER RESOURCES

An Academic Senate Standing Committee

Minutes

Meeting of February 22, 2012 at 1pm

Chair: Amy Traver, Secretary: Nidhi Gadura

Members Present: Amy Traver, Nidhi Gadura, Jeffrey Jia, Wendy Ford, Tina Bayer, G Michael Guy, Vazgen Shekoyan, and VP Sherri Newcomb.
Student member: Mayur Pathak

1. The minutes from the last meeting were reviewed and unanimously accepted by Committee members.

2. It was agreed by all the members to complete their assigned projects and share all the information with Amy by June 15th , 2012 in order to meet the deadline for final report by the Committee.

3. Senate wants us to specify our charges. There are existing charges and we should think about that as a project for the Committee for next year.

4. Curriculum Committee members were given a netbook and we will get their input before looking into the possibility of the College purchasing iPads for Admissions & Course and Standing Committees.

5. Amy brought up the topic of QCC's disaster recovery plan. She mentioned that she learned, from George Sherman, that we do have a data back up plan but no hotspot for CUNY to move that data to in the event of a disaster. She mentioned that it is a big budget expense. VP Newcomb stated that centralized CUNY is looking for a solution.

6. Committee discussed if Email, Facebook, Twitter disclaimers should be part of a personnel or CUNY policy. Committee decided it is important to revisit this policy in detail, and VP Newcomb agreed to pursue it.

7. Committee discussed that Tony Hong's start of the semester emails were delayed this semester and that IT was not initially aware of the problem. Faculty members use that information a lot across disciplines. Dean has asked Tony and George from IT to resolve the problem. Committee members discussed the possibility of adding a column of student emails on the CUNYfirst roster.

8. VP Newcomb announced that after a conversation with Bruce Naples, we will have signs put up on each classroom podia with information on who to call for help/service in case of a breakdown.

9. VP Newcomb mentioned that instructional podia, smart carts etc. are part of Tech fee, including refreshing new computers every four years. Special projects include students and administrators bringing proposals and there is a fixed budget. Next years' tech fee budget include specialized labs for math, to create tech flex rooms (with computers that can be easily put away and used as regular classroom). QCC is also pursuing a campus ID card that will have multiple functions from food purchase to parking.

   VP Newcomb mentioned that all internal rooms will eventually have swipe locks and all external doors will eventually be card access. Informal working committee is looking at ID card vendors that can have multiple transactions on an ID card. BB transact is compatible with our current internal swipe lock project. Students can pay for their meals (tax exempt). There will be library printing with ID card (with a possible upper limit). It can also be used to track students at the learning center for tutoring.

10. Committee discussed a 24 hr lag time in SafeAssignment and CUNYfirst maintenance during finals week. Perhaps start and end of the semester should be taken into consideration before scheduling maintenance dates.

11. Statement of Tigermail use policy – Committee on Distance Learning wanted to push the implementation of the policy and was wondering where this policy is published. Committee discussed that this policy is made known to the students in ST-100. It was suggested that perhaps if QCC offers a shorter domain name it might help the students use Tigermail more frequently. Currently the Policy is on the website under the Governance tab.

12. Committee decided to gather data this semester to inform the long-range QCC Technology plan. The committee discussed the following items:
    A) Create a focus group with technology innovators on campus.
    B) Tina and Nidhi will work together and forward a one page plan to VP Newcomb for a small grants program to assist faculty's efforts to teach with technology in classroom.
    C) Study departments that are trying new things with the technology (i.e. in History department all faculty have iPads and small projectors).
    D) Understand how CLTs perceive technology. We should also make sure to include them on the committee.
    E) Gather data from chosen faculty with a lot of experience with technology in their classrooms.
    F) Reviewing Tech Survey questions & results from 2010 and we should come up with new survey.
    G) Volchok/Traver data from study of PNET courses (work in progress)

Meeting adjourned 2:05pm