

Queensborough Community College
The City University of New York

MEMORANDUM

Academic Senate Committee on Computer Resources

To: Academic Senate
From: Committee on Computer Resources
Date: July 20, 2006
Subject: Annual Report of the Committee on Computer Resources for 2005/2006

Members 2005-2006

Michael Altimari, Biology
Wayne Burleson, Secretary, Music,
Sharon Ellerton, Biology
Karen Grant, Business
Danny Mangra, EET
Moh Nam Jong, Mathematics
George Thorsen, Chairperson, Library

Wendy Ford, Business, Steering Committee Designee
George Sherman, IT, President's Designee

Members 2006-2007

Sharon Ellerton, Secretary, Biology
Moh Nam Jong, Mathematics
Jun Shin, Chemistry
Phyllis Pace, Business
Robert Kueper, ECET
George Thorsen, Chairperson, Library
Craig Weber, Mec Eng Tech
Danny Mangra, Business, ECET, Steering Committee Designee
George Sherman, IT, President's Designee

- The College's Technology Plan for 2005-2009 was endorsed after lengthily discussion and deliberation and sent on to the Academic Senate.
- The Committee recommended a policy to publish two newsletters per year, one per semester. After accepting the policy, the Committee acted upon the recommendation by publishing a newsletter in May, 2006.
- The Committee recommended that the Academic Senate pass a resolution that Tigermail be used in all e-mail communication between Faculty and Students. The resolution was amended and approved by the Academic Senate.

- The Committee recommended that the Faculty/Staff e-mail password renewal webpage have embedded instructions. The recommendation was approved, acted upon and implemented by the Office of Information Technology.
- The Committee recommended that the Faculty be informed about the procedures involved in acquiring new hardware, software and upgrades. This resolution was acted upon and the procedures were described in the Committee's Spring, 2006 Newsletter.
- The Committee reviewed in detail the policy of buying extended warranties for computer and computer related equipment. The Committee unanimously approved of this policy as being prudent and cost effective.
- The Committee recommended that the College extend the courtesy of providing retirees with a College e-mail account. The recommendation led to a resolution that was approved and acted upon by the Academic Senate.
- The Committee recommended that IT inform the Faculty, Students and Staff of the College of all additions and/or changes related to networking or the PC environment. Examples of such changes are the new student e-mail logon procedure and Surveyor, an automatic PC shut down program. George Sherman, the Executive Director of the Office of Information Technology, agreed to act upon this recommendation.
- The Committee explored the College's support of MAC computers and recommended a detailed explanation of the procedures. The Committee acted upon the recommendation and reported such procedures in the Spring, 2006 Newsletter.
- The Committee recommended a policy to dismiss complaints of a technical nature that were anonymous and vague. The recommendation was acted upon and several complaints were dismissed.
- The Committee investigated the properties of the Barracuda Antispyware Device and endorsed its use during a testing period. A review of this device is pending action.
- The Committee investigated and subsequently reported in the Committee's Spring 2006 Newsletter that Faculty will be able to transmit grades online for the Fall, 2006 semester.
- The Committee elected George Thorsen to be the Committee's Chairperson and Sharon Ellerton to be the Committee's Secretary for 2006-2007.

Finally, as Chairperson, I thank the committee as a whole for coming to grips with technical issues that are inherently difficult. This was especially evident in the publication of our Newspaper in May, 2006. Often we worked collaboratively with the Office of Information Technology. Two of their employees, Quincin Gonjon and Oral Rattigan, merit a special note of gratitude for attending meetings that required a high level of computer and network related expertise. In summation, a good deal of the committee's success was based on efforts "above and beyond" the normal work load of a committee member.

Respectfully submitted,

George Thorsen