

Central Committee on Educational Technology

Minutes February 16, 2006

Present: Tom McQuaide (Chair), Erik Ekman, Ide Katims, Aaron Isabelle, Ping Jin, Jun Lin, Emily Puthoff, Steve Rant, Ya Wang, Justin Holmes (student rep.)

1. Discuss the content of CCET website

The committee discussed to update CCET website. The following contents will be put on the website: CCET member roster, minutes and SCAP guidelines for 2005-2006.

Tom will write an introduction web page to include the fact that SCAP subcommittee has been disbanded.

CCET URL: <http://www.newpaltz.edu/techcommittee/>

2. Review SCAP Guidelines

The committee referred SCAP guidelines for kinds of purchases which are permitted or NOT permitted. Steve summarized the guidelines and distributed a SCAP Guideline checklist.

3. Review of SCAP applications

(1) Comm. & Media – Video Edit. Workstation Upgrade

The committee pointed out that Dell computers had no DVD burners. Tom will include DVD burner in the new specification and re-quote the price.

The committee unanimously approved the project.

(2) Geography – Enhanc. Graphic Capabilities

The committee discussed to purchase a more advanced color printer to support both PostScript 3 and PCL. Steve will get more information about geographic software compatibility with PS3 printer.

The project will be further discussed next week.

(3) Nursing – Enhanc. Nursing Technology

The committee was concerned about the storage limitation of PDAs. Nursing software need more memory than 26MB. The committee also suggested purchasing keyboards and cases for PDAs. Ide will check with the Nursing department regarding these issues.

The project will be further discussed next week.

(4) Art – Enhanc. Media Res Center

The committee suggested the Art department considering the following issues

- a. Check whether G5 has a DVD burner.
- b. Purchase 2GB Flash card instead of 1GB Flash card

- c. Check the possibility to get cheaper Tripods
- d. Purchase three different lenses instead of three same 17-85 lenses

Emily will check with the Art department regarding these issues.
The project will be further discussed next week.

- 4. The next meeting will be held on Thursday February 23, 2006 at 11:00 in CSB 110.

Respectfully submitted,

Ya Wang