

**State University of New York at New Paltz
Central Committee on Educational Technology
Minutes of Meeting held on December 10, 2007 in CSB 110**

Attendance: Lura Speth (Chair); Rebecca Adae; Susan DeMaio; Margo Lynn Mankus; Andy Perry; Emily Puthoff; Rachel Rigolino; Steve Vinson

Meeting Called to Order at 2:36 pm

Committee reviewed minutes of meeting on November 30, 2007

No discussion. Margo Lynn Mankus motioned to accept the minutes as written; Emily Puthoff seconded. Committee voted unanimously to accept the minutes.

Old Business

Summary follow-ups from 2006-2007 SCAP Awards

Lura Speth reported that she had received a summary from the Foreign Languages department. A summary is still missing for the SCAP monies awarded to Communications and Media for Sandrine Dincki's Web Publications for Public Relations proposal.

Extension of Deadline

Two new proposals were received from the second call for proposals. They will not be distributed to or considered by the committee until we evaluate and, as appropriate, recommend allocating SCAP to the nine proposals received from the first call. We will then consider the applications from the second call for the remaining money from SCAP.

New Business

Review of SCAP proposals: Committee reviewed the four proposals that requested the least amount of money from our list: Education (4); Physics (8); Theatre Arts (9); and Geography (5). Lura Speth reviewed the ranking criteria: on a scale of 1-4, 4 being the highest. Members of the committee who have submitted a proposal, may not vote on their own proposal.

School of Education, Senteo System for SmartBoard: Average Rank of 4

Discussion: If this proposal uses a vendor on a NYS contract, there would be no shipping charges. We wondered about the proposed location in Old Main Building in view of fact that OMB soon will be renovated and departments relocated. Margo explained that the system comes with a storage case, is portable, and easily secured in a closet. She completed the application based on the equipment's ultimate location in OMB, but in her department's interim classroom and office space (yet to be determined), the equipment can be stored securely.

Physics Department, Microcomputer Based Laboratory Upgrade: Avg.rank of 4
Discussion: Committee acknowledged that while modest in scale and cost, and similar to SCAP proposals Physics department has made on a regular basis over the years, it soundly meets SCAP guidelines.

Theatre Arts Department, Digital Sound Station: Did not rank at this time
Discussion: Committee had questions about whether this proposal met SCAP guidelines. Rather than rank the proposal at this time, we would ask Theatre Arts to address three issues:

1. Explain how the sound station fits in the SCAP Guidelines as a shared resource (section II.C.1.). For example what is the percentage of hands-on use of this station by students, versus use of the system by others groups and individuals who may perform in McKenna Theatre?
2. Will a member of the Theatre Arts department, which traditionally has been MAC-based, maintain this PC, or is a staff member from Academic Computing needed?
3. How do the amplifiers connect to the computer?

Geography Department, Mobile GPS in Geography: Average rank of 4
Discussion: Lura noted that this was the same proposal from 2006-2007, although it reflects the fact that new models have been introduced, and prices have dropped. Last year's proposal was funded, but the equipment was not ordered by purchasing deadlines for the fiscal year. After a brief discussion, we decided that Geography should not be penalized for the purchasing delays, and we agreed to rank it.

Next Meeting TBD

Committee likely will meet in the first week of the Spring Semester. We will be discussing the response from Theatre Arts, which if received, will be distributed prior to the next meeting. We will also discuss the following proposals: Chemistry (2); Music (6); Nursing (7); Art (1); Communications and Media (3).

Meeting adjourned at 3:30 pm.

Respectfully submitted,

Susan DeMaio