

**State University of New York at New Paltz  
Central Committee on Educational Technology  
Minutes of Meeting held on February 8, 2008 in CSB 110**

**Attendance:** Lura Speth (Chair); Rebecca Adae; Susan DeMaio; Laura Dull; Andy Evans; Brenna Fearey (Student Representative); Margo Lynn Mankus; Chris Noble (Faculty Guest); Rachel Rigolino; Steve Vinson

**The meeting was called to order at 11:35.**

**Guest**

Chris Nobel, Technical Director, Theater Arts, was invited to answer questions on the Digital Sound Station as stated in the minutes of our last meeting, 12/10/07.

**New Student Representation**

Lura Speth introduced Brenna Fearey as one of our new student representatives. Justin Holmes is the other student representative and was not present today.

**Committee reviewed minutes of meeting on December 10, 2008**

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

**Proposal Review and Ranking**

**Proposal #9 Theatre Arts Department, Digital Sound Station:** Average rank of 4.0  
We did not rank this proposal at the last meeting. Chris Noble addressed our questions as listed in the meeting minutes of 12/10/07. The equipment will only be used by SUNY New Paltz students in the theater. Professional productions will use prerecorded audio. Chris mentioned that the software creates a pre-programmed sound recording instead of the play and pause type which is outdated. The committee agreed that the proposal does fall in the SCAP guidelines and we were able to rank as shown above.

**Proposal #2 Chemistry:** Average rank of 4.0

Margo Lynn Mankus gave a description of the data collection device and probes. There were no questions on this proposal.

There was some discussion about the sharing of equipment among departments when feasible. Lura suggested that after we finish our rankings for this SCAP cycle, we could draft a memo to the deans suggesting that departments should somehow post the technology they have received through SCAP so that faculty from other departments could arrange to borrow equipment for their students when reasonable.

**Proposal #6 Music:** Average rank 4.0

This proposal was written in the old format. The committee accepted this format given the principle contact person, Ping Jin, was not on campus and was not aware of the change of format. The proposal is well written and clear. Lura mentioned that we need a price quote

even though there is a price list in the proposal. We agreed to rank the proposal without the price quote and ask Ping Jin to submit the price quote.

**Proposal #7: Nursing:** Rank pending answer to questions below.

The committee has several questions about this proposal. Nursing will be invited to a future meeting to discuss the proposal and to address these questions/queries.

- 1) Lura Speth would like to do more research on the software requested. Some software in the past had to have the CD in the computer in order to run. In order to support the software, Lura needs more installation information.
- 2) How old are the current laptops?
- 3) The committee would like to have a table containing the following information:
  - a. course name and number
  - b. typical enrollment
  - c. specify which of the requested software will be used in each course named above  
The committee asks this information in order to understand how the software fits into students' use.
- 4) Response System
  - a. Does the software come with the system?
  - b. Why is the request for two receivers?
  - c. Why the choice of this particular system?
  - d. How will using this response system promote student use of technology?

### **Pick Up Proposals**

Those not present at this meeting should pick up the new set of proposals, which were submitted by the extended due date, at Lura Speth's office Academic Computing - WSB 1F. These proposals will be reviewed and ranked after the funding decisions are made on the proposals that were submitted by the original due date.

### **Next Meeting:**

Wednesday, February 13, 2008  
11:30 am - 12:30 pm  
Location CSB Conference Room 110  
Proposal to prepare for discussion:  
#1 Art  
#3 Communications/Media

**Meeting adjourned at 12:30 pm**

Respectively Submitted,

Margo Lynn Mankus