

**SUNY New Paltz Educational Technology Committee**  
**Minutes for the meeting of 12/05/2008**

Present: Becky Adae (co-chair), Susan DeMaio (co-chair), Jane Sileo, Andy Evans, Colleen Lougen, Lura Speth, Dan Werner, Orkunt Dalgic, Emily Puthoff

Meeting called to order at 9:37 am

**Review/Approval of minutes of last meeting**

The minutes for November 07, 2008, were approved after removing all names associated with the paragraph regarding the survey.

**Old Business**

SCAP recipient summaries: We received two more SCAP summaries from last year's awards. Eleanor Richards (Nursing) reports no problems. Mary Fakler (English) reports no problems. Lura will send Susan the email list of SCAP recipients so that we can remind the remaining people to send in their summaries.

Susan sent out a memo regarding classrooms equipped with VCR's to all Deans and Dept Chairs. So far, we have heard nothing more on this issue. Jane reports Education is content and Andy reports Liberal Arts and Sciences content as well.

In the last meeting, Emily Trapp attended to ask the committee if it would conduct a survey about the technology implemented in the classrooms of the 2<sup>nd</sup> floor of the Humanities Building. Lura reported that this survey was completed by the work of a different planning committee consisting of Emily Trapp, Lura Speth, Steve Rant and Joe D'Agostino. This planning committee came up with the questions and then Jacqueline Andrews of IR (Institutional Research) implemented and sent out the survey. We are awaiting the results.

Susan reported that any survey that is used for quality improvement is not subject to IRB (Institutional Review Board) regulations.

After much discussion, the committee decided on 5 goals for its technology survey. These 5 goals are: Electronic Classrooms, Library issues (media center, laptops among other things), Blackboard, Email and Peripherals (mainly for Art Departments).

We also discussed whether or not to have IR implement our survey. It was decided that we would wait for this decision until all of our questions are drawn up.

We will be drawing up questions on these topics through email, and at our next meeting.

**New business** was postponed until the next meeting.

**Next meeting: TBD.** The meeting was adjourned at 10:45 am.

Respectfully submitted,  
Lura Speth (Academic Computing)