

CTAB MEETING MINUTES
May 3, 2013, 114 Campus Center

Attending: Marcia Burrell, Sean Moriarty, Mike Pisa, Brenda Farnham, Kelly Roe, Paul Taylor, Natalie Sturr, Mark Springston, Pat MacNeill, John Kane, Tyrone Johnson-Neuland, Nicole Decker, Greg Fuller, Tim Yager, David Kahn, Abby Wiertzema, Doug Pippin, Patrick Mochler, Kathi Dutton, Kris Smith

Approval of Agenda – Agenda approved.

- Motion to approve, John Kane, second the motion, Mike Flaherty. All in favor.

Approval of Minutes – Minutes approved.

- Motion to approve, Mike Flaherty, second the motion, Mike Pisa. All in favor.

Open Session - Q&A

- Marcia expressed thank you's
- Natalie - thank you Marcia for your leadership
- Sean - Appreciate everyone's participation
- Marcia - has anyone signed up for Lynda? Kelly – limited. Just send an email if you would like to use it.

Committee Reports

Applications & Equipment - Natalie Sturr

- Updates regarding campus image, made some recommendations for changes to the image
- Faculty/staff windows machines will be upgraded to Office 2013, Tim Yager did a presentation
- Update from Greg on guest wireless
- Nicole gave a behind the scenes tour of Service Now

Elections & Bylaws

Education - John Kane

- Discussed Lynda - limited usage right now
- Waiting to hear from IITG regarding campus-wide license
- Discussed professional development software, will be looking at a couple packages over the summer
- Camera replacement for some classrooms – lecture capture cameras
- Science building will have cameras for Penopto
- Spring break out - about 40 workshops posted, there is room for more workshops

Ad-Hoc on Technology Plan

ITC Report – Mark Springston

- Discussion working on three focus groups
- Electronic vote for DSI
- Looked at the entity of Laker app accounts
- Looking into student agreements and guideline policies for equipment sign out
- Meeting scheduled for next week

Campus Technology Services Report – Sean Moriarty

- Reviewed survey results
 - Survey ran March 25 - April 8
 - Math student helped with a cluster analysis with the results
 - 168 responses
- Service Now is going live today. Goal is to improve service and enhance communication.
- Welcome your feedback
- Marcia - CTS has done a very good job
- Mike - very busy planning for the summer

Presentation

- Blackboard Collaborate - Kathi Dutton
 - Discussion regarding Elluminate - Blackboard change over
 - Need to add more workshops

Elections

- CTAB Chair
 - Open the floor for nominations
 - John Kane - Motion to nominate Marcia Burrell, second the motion, Mike Flaherty
 - All in favor. Marcia accepted.
- TIP Grant Representatives - Elections
 - Explained the TIP process
 - Need two reps from CTAB -
 - Time table - suggested deadline October 15-18
 - Goal is recommendations back to CTAB by December meeting
 - Committee will likely meet mid-October through November
 - Two nominations - Brenda Farnham, Kelly Roe, all in favor
 - Tip announcement will go out either this afternoon or Monday

Marcia – the Executive Committee meets over the summer - committee participation has been very strong. Everyone is encouraged to attend committee meetings.

John - during winter breakout we used Penopto to record hoping to do live streams.

CIT coming up, week after exams, Utica, SUNY IT

Congratulations to Nicole Decker for receiving the Chancellor's Award

Next meeting September 13, 2013