

Campus Technology Advisory Board
General Membership Meeting
December 14, 2018, 115 Wilber

Present: Mark Baker, Eric Blanchard, William Bowers, Matt Brooks, Rick Buck, Patricia Burnett, Marcia Burrell, Patricia Clark, Nicole Decker, Marcus Durso, Kristi Eck, Benjamin Entner, Richard Frieman, Greg Fuller, Joshua Galletta, Theresa Gillard-Cook, JinYan Guo, Tyrone Johnson-Neuland, Dave Kahn, Raihan Khan, Kimberly McGann, Emily Mitchell, Sean Moriarty, Maryann Preston, Ritu Radhakrishnan, Dave Sargent, Michael Schifano, Barbara St. Michel, Paul Tomascak, Joey Tse, Dan Vandermark, James Weinschreider, Nicole Wise

Administrative Support: Kristine Smith

- 1) Approval of Agenda – Agenda approved.
 - a) Motion to approve, Dave Sargent; second the motion, Raihan Khan. All in favor.

- 2) Approval of [November 9, 2018](#) Minutes – Minutes approved.
 - a) Motion to approve, Theresa Gillard-Cook; second the motion, Dave Sargent. All in favor.

- 3) Open Session - Q & A
 - a) Sean - Today's meeting we will have one presentation. We wanted people to come so that we can have a tour. Also, this is a unique classroom. Ty will give an update on the features of the room
 - i) Ty - In this room we have a Crestron control system. In most rooms we have touch panels but this podium has a touch panel monitor which controls everything in the room. Each panel has its own media controller, HDMI, also a USB that talks to the PCs behind the TVs. As far as controlling the units, the instructor can control every monitor, the instructor can project any station on the main screen. As far as sound, the sound will come across the speakers. Each station is on the instructor screen.
 - ii) Rich Frieman - How do you manage each station? Mike Schifano - We do training sessions in the rooms with the instructors. If they prefer a different layout for their class, the lectern, tables and anything can be moved.
 - iii) Marcia - It is nice to finally be in here. It was definitely worth the wait. When you are in a space like this, it is definitely overwhelming. CTS will be doing training sessions over the break. There are lots of ways of using this space. We were concerned about waiting so long that this technology would be out of date but this is great. While this is for methods, I hope that our campus can share the space and make it available for other things. I have been watching this room since November 9th, can you tell us about the work put into getting this room ready? Ty - This room has a lot of programming. Chuck Perkins is a certified Crestron programmer. There is a lot of technology in this room, Justin Norman and Chuck spent a lot of time over here, in addition to their other responsibilities. We are still building out some of the other spaces in HPW.
 - iv) Sean - This a very complex and very unique room on campus.
 - v) Ty: Greg and his network team, as well, had a ton of work to do. There will be another room like this on the second floor. We will be doing something similar in Tyler but it is not as big as this room.
 - vi) Marcia - It is hard to hear though if you are on the opposite side of the room. Ty - We can look into that.
 - vii) Kristi - Comment, I thank everyone who worked on this room. Everyone did a very good job. I'm excited and just wanted to say thank you.

4) Committee Discussion

a) Educational Technology Committee (John)

- i) Sean - We met on Wednesday, we discussed online strategic plan which had just been version 0.1 had been introduced the day before. The discussion was that there are five priorities and goals. One of them being technology. We will give some feedback back to Jill and her team and they will come and talk with us.
- ii) The other item was Lanigan Hall and the quality of the equipment in that hall. The age of the internals and controls are close to 10-15 years. Some of the projectors are new, the screens are low level. At this point we have looked at options.
 - (1) Ty: we have a laser projector that we are going to test to see if we can project from the back of the classrooms. The filming on those screens has deteriorated. We will see if we can project from the back of the room, we will try to test various options in the rooms, will go by trial and error and see what works best for now.
 - (2) Sean: The rest of the campus is in good shape - classrooms and conference rooms. We have upgraded just about every space. We will be making incremental changes over the next few years. How much money do we want to invest prior to any construction that may take place.
 - (3) Marcia: Listening to Ty about all the things he needs to do for those spaces. Ask people in HCI and Tech Ed and what changes need to be made. Ask students about what they think could be done differently.

5) ITC Report (Theresa)

- a) We met Dec. 7th and we discussed different topics that we will be looking at this coming year. One thing is that one of our members did a small informal survey using etext and OER. The students liked the idea of the etext but they don't like using it. They did like the fact that it saved them money. We will discuss more in February and then we will decide what we will discuss at future meetings.

6) Campus Technology Services Report (Sean)

CTS - 2019 Winter break

Winter 2019 – Projects

- Accessibility Fellowship – 7 fellows named
- Marcia Burrell Casey Raymond
- Sandy Bargaineer Serenity Southerland
- Fiona Coll Michelle Thornton
- Alison Rank
- Kickoff – January 15, 2019
- Winter Breakout sessions....dates TBA
 - Banner 8 turned off on December 31, 2018
 - Banner training available
 - Tue, Dec 18 Mahar Hall 9-10:15 & 10:15-11:30
 - Wed Dec 19 Marano CC 1:00-2:30 & 2:30–4:00
- Banner Document Management System upgrades in late-January
- Housing Deposit project
- Early Acceptance & FinAid setup ready to go
- Millennium Ultra project at procurement stage
- DDA
 - Fall 2018 – 58 sections
 - Winter 2019– 2 sections
 - Spring 2019 – 56 sections

- Online Strategic Planning – Report out in January, discussion at February CTAB

Winter 2019 - Priorities

- Art Surge into Tyler (instruction space and offices)
- Provost Office Suite
- BHI space in Syracuse campus
- Completion of Wilber Tower buildout
- Culkin elevators
- Projector replacements (Epson 1925 -> Hitachi 5505)
- Screen replacements (Shineman 175, Lanigan A rooms)
- Mahar 303 (new white board, TV replaces projector)
- SoB Digital Directory (similar to Culkin's)
- Classroom Preventative Maintenance
- File share conversions continue
- Networking equipment upgrades/migrations
 - Software upgrades to switches in 4 buildings
 - WRVO Firewall replacement
 - ACADemic wireless access point migrations
 - UPS battery replacements
- Student Printer Project
- Citrix system upgrade
- O/S upgrades for PCs in general labs
- Mojave (MacOS 12) for the Macs
- Windows 10 v1803 for the MS machines

Questions/Comments

Marcia - Millenium - Glad we are considering the key cards, people from Shineman are in all these spaces. There has already been theft from this building. What standards and where will there be key cards vs. keys? These rooms will be locked. It will go back to standards, with the new system we should be able to support new devices. At this point our standards are to put card controls on the outside of the buildings and certain areas.

Eric - In Mahar, if the room doesn't have updated electronics, is there plans to update that - specifically Mahar 104? Sean - Will have to check with Ty.

8. Presentation(s)

- New student print system (Nicole Decker & David Kahn)
- Tour of the newly renovated Wilber Tower