Central Committee on Educational Technology
Minutes of Meeting of March 2, 2010

Members Present: Susan DeMaio Smutny (co-chair), Orkunt Dalgic (co-chair), Colleen Lougen, Jane Sileo, Doug Maynard, Lura Speth, Emily Trapp, Jack Wade, Dan Werner, Josephine Moffett, Rachel Rigolino

Guests Present: Gregory Bray, Vinnie Martucci, Ed Lundergan

The meeting was called to order at 3:05 PM.

1. Old Business – Review of SCAP Proposals

Music – Computer Lab Recording Studio Upgrades/Maintenance: Vinnie Martucci explained to the committee the music department’s needs for new computers, software upgrades and their vision of how to better utilize the music lab (CHG 219) using new equipment in a better formable configuration. By using the Pro Tools software in the computer lab, it would be possible to harness all of the Macs with XLR cables from the workstations for playback utilizing a single source mixing board, connected to their existing high-quality speakers. What became very apparent to the committee is there are not enough good computers left in the existing lab for this idea to function properly. Lura suggested the committee consider purchasing 10 Mac Pros at $2,300 each. Eight would be designated to the upstairs lab, one for the CHG 115 recording studio and the last for Matt Seaman’s clone images. By upgrading the CHG 219 Lab there would be no need to purchase the crucial memory upgrade kits and it was determined that the Canon Vixia HG-21 Camcorder could be deleted from the list too. IMS lends digital cameras for faculty to use in the classrooms. The committee voted to rank this proposal as a “3.82” with the provision that if there is enough money left over in the SCAP funds that this proposal gets 10 new Mac Pros (adding an additional 7 machines) and only 4 flat panel screens, switching from their suggestion of using HP to Dell flat screen monitors. There is enough in the budget to give them all 10 Mac Pros.

Communication and Media – CSB 24 and CSB 25 lab upgrades: Greg Bray spoke on behalf of Comm. and Media, as-well-as the Journalism Department. Lura Speth raised several questions about their proposal, such as the specifics on having enough licenses for the CSB 24 computer lab. There are twenty two computers in the classroom and an extra Adobe Dreamweaver CS4 is needed for the machine that does the cloning, bringing the total quantity needed for the project to 23 seats. Greg also defended the photo journalism requests for better quality lenses for their Canon EOS digital camera and the journalism and media production students need to use flip cameras for their web publications. The committee was very pleased to see that their SCAP proposal contains some “green” elements too. As they get the new computers, they are going to take several of the hard drives from the old machines and re-use them as external drives for the student’s projects. These back-up drives and blue rays are going to be installed in NexStar DX Enclosures. Susan and Emily told Greg that some of the reviews on these boxes were not terribly favorable. The committee thought that this is not a lot of money and it is worth it to experiment and see how these work out for the students.
The Committee voted to rank this proposal as a “3.875.”

Lura said SCAP should have a cushion of approximately $10,000 for incidentals, price fluctuations, etc.

After the guests left and the final revisions to the SCAP applications were resolved, Susan asked the committee to review last week’s minutes, dated 2/24/10. Several committee members suggested that we amend Lura’s motion (as recorded) about using our discretion to augment SCAP proposals.

This is what is on the previous minutes:
Lura made a motion that the committee will exercise its discretion to augment proposals to complete the projects in consultation with the proposer in order to provide complete funding for the project.

This is what we amended:
Lura made a motion that the committee will exercise its discretion to augment the proposals in consultation with the department in order to provide complete funding for the project. Doug Maynard motioned to approve the minutes as amended, seconded by Dan. The amended minutes were approved unanimously.

2. Plan for Next Meeting

The committee wants to invite the Provost to a tech meeting sometime during the spring semester. Some folks are apprehensive to move on major decisions such as identifying a rich media system for the campus, without first finding out what input and future visions Provost Christian wants for SUNY New Paltz. Susan asked that we all submit questions for review at the next meeting, before we invite the Provost to meet with us.

The meeting was adjourned at 4:50 PM.
Next meeting is 2/9/10 in LC 3A – bring your questions for the Provost.

Respectfully submitted,
Emily Trapp
trappe@newpaltz.edu
Ext. # 3634