

**Technology and Library Committee  
Academic Senate  
Queens College of CUNY**

**Minutes of the Meeting:** September 29, 2005

**ATTENDANCE**

**Members:** E. Fernández, A. Love, and C. Vickery.

**Ex Officio:** S. Bonk, K. Lord, and N. Husain.

**CALL TO ORDER, APPROVAL OF MINUTES AND AGENDA**

Chair E. Fernández called the meeting to order at 2:08pm.

Minutes of the meeting of May 11 were approved.

The agenda was distributed, and it was agreed to defer item No. 8 (organizing the colloquium on Open Access) pending gathering of more information.

**ANNOUNCEMENTS**

**REPORTS**

E. Fernández reported on the committee's recommendations for Tech Fee Task Force membership to the Senate, and on the letter sent to the Provost with regard to outcome evaluation of Tech Fee projects.

S. Bonk led a discussion on email accounts, the problems people are having using the proxy server, and the need for better channels of communication between OCT and its various constituencies, which are not all best served by uniform access through the Help Desk.

N. Husain reported on difficulties with the Help Desk, including a "zones" project that is not working, posted FAQs that people aren't using, lack of staff training, and budget/timing issues negatively impacting the rollout of Active Directory Services. The committee asked Naveed to provide use with more information about plans for Forbin, student and faculty computer and email accounts, and a snapshot organization chart of OCT.

K. Lord submitted a report to the committee, Addendum A to these minutes, on activities at the college with respect to educational technology.

**OLD BUSINESS**

The committee discussed the Senate's action on our recommendations for student membership on the Tech Fee Task Force. The committee's August 2 report was modified to recommend students Bearak and Bernstein as regular members of the Tech Fee Task Force, and Lippman and Goldstein as alternate members.

**NEW BUSINESS**

The committee discussed problems with the implementation of the Tech Fee funding process. K. Lord will express the committee's concerns about lack of

guidelines and poor communication with applicants, with suggestions, to the Provost's office.

**ADJOURNMENT**

The meeting was adjourned.

Respectfully submitted,  
Christopher Vickery  
Recording Secretary

## Addendum A

Report to Technology Library Committee  
Ken Lord, Assistant to the Provost for Education Technology  
29 September 2005

1. A plug in for TurnItIn (plagiarism detection) has been installed on the Queens College BlackBoard VI. It has been paid for out of the Tech Fee (\$1500).
2. Workshops on Introductory and Intermediate BlackBoard and PowerPoint have been scheduled for October. Registration is through the OCT Workshop page.
3. We have a site license for a product called Impatica. It compresses PowerPoint presentations 90%. It requires students to download a free viewer. Impatica may be checked out at the OCT help desk.
4. The search for a full-time Educational Technologist (approved by the Tech Fee Committee) is proceeding. The Authorization to Hire has been signed by the President, and I have met with Marianne Cooper (Affirmative Action) to go over the search plan. I am in the process of forming a search committee.
5. The Sloan Foundation has set up a "Sloan Semester," a concentrated fall 2005 semester of fully on-line courses for students displaced by hurricane Katrina. Faculty volunteers (recommended by local campus Sloan coordinators (me)) are being coordinated by George Otte at the Central Office. Since there are very few, if any, faculty at Queens College who have had experience with fully on-line courses, I stayed in the background on this. CUNY's listing of courses is available at [www.dln.cuny.edu/sloan\\_courselist.php?orderby=ProfLName](http://www.dln.cuny.edu/sloan_courselist.php?orderby=ProfLName)
6. The formation of a On-Line BA at CUNY was announced by Vice Chancellor Selma Botman at the University Faculty Senate and thus has become public knowledge. The Steering Committee for On Line Resources and Education (SCORE) was formed in the Spring 2005 semester at the request of the Vice Chancellor with a charge to "articulate an action plan, guide the implementation and evolution of the action plan, and gather data on online instruction and education resources at the University as these become increasingly important to the way students are taught." I would be glad to supply any information about this committee, including its report to the Vice Chancellor.