

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

Minutes of the Meeting: March 20, 2006

ATTENDANCE

Members: E. Fernández, A. Love, and C. Vickery.
Ex Officio: S. Kaufmann, K. Lord.

CALL TO ORDER, APPROVAL OF MINUTES AND AGENDA

E. Fernández called the meeting to order at 1:00 in the Chief Librarian's conference room. Minutes of the previous meeting (February 21) were found to have gone missing and will be reviewed at the next meeting of the committee. The agenda for the meeting was approved.

ANNOUNCEMENTS

The Chair learned today that we have a new student member, Ilysse Baum, who has been contacted, and who will be placed on the TechLib listserv.

REPORTS

K. Lord reported on the Smart Classroom survey results. Project implementation should begin this June.

S. Kaufmann reported how much the Chief Librarian search committee appreciated the timeliness and constructive nature of this committee's report on our evaluation of the candidates. This committee, in turn, expressed its appreciation to E. Fernández for doing such a fine job of putting the report together.

OLD BUSINESS

None.

NEW BUSINESS

E. Fernández was re-elected chair of the committee unanimously and with enthusiasm.

C. Vickery was re-elected recording secretary of the committee unanimously.

E. Fernández will prepare a draft blurb about this committee for inclusion in a future issue of *PageDown*.

The committee will recommend to the Provost's Office, through K. Lord, our observation that the Tech Fee process at the college needs the services of a professional Database and Systems Administrator in order to make the project management process more efficient and transparent to the college community. This staffing cost seems like a reasonable budget item for Tech Fee funds to us.

E. Fernández reported on her experience as one of two participants in a Digital Classroom pilot project. She and M. Casco each run one section of their courses with the assistance of two instructional technologists. Eva demonstrated how she uses Blackboard to manage written assignments and to administer online exams, and how she uses her Tablet PC to grade written assignments "in ink."

ADJOURNMENT

The meeting was adjourned at 2:00 pm.

Respectfully submitted,
Christopher Vickery
Recording Secretary