Technology Coordinating Committee
November 18, 2009, 2:30 p.m.
B2-26

I.   Call to Order
   a.   The meeting was called to order at 2:40pm by Jody Bauer.

II.   Attendance
   a.   Administrative Appointees: Peter Margolis, Samuel Hirsch, Luke Kasim, William Bromley, Ellen Fernberger, Tom Hawk. Administrative Alternate: Jermaine Williams
   b.   Faculty Delegates: Arnold DiBlasi, Frank Bartell, Ruth Baker, Noelia Rivera-Matos, Melissa St. Pierre, Heidi Braunschweig, David Freeman, Karen Schmerhorn. Faculty Alternates: Connie Dauval, Ted Wong

III.   Approval of past minutes
   a.   Discussion about choice of word regarding a comment expressed by Tom Hawk about the approval of CMS contract signing.
   b.   Arnold mentioned that there was institutional discussion prior to the purchase of CMS. He also stated that positions rather than names should be listed when discussing new committee membership or matters.
   c.   Motion was made by Samuel Hirsch to approve the minutes as amended, second by Arnold, approved unanimously.

IV.   Old Business
   a.   Alternatives to College News – Ellen Fernberger
      i.   As the campus goes green and is looking for avenues to consolidate resources, it was suggested that CNEWS should be consolidated to be audience specific. For example, personal announcements could be grouped under PNEWS, and academic announcements under ANEWS.
      ii. There are opportunities to conduct targeted announcements to appropriate college groups through the new Luminus functionality. This functionality is in existence, however, it should be noted that CNEWS is owned Marketing and Communications.
      iii. The College will need to make a decision about different types of announcements as well as target groups.
         1.   Questions to ponder; is an approval process for CNEWS still required?
         2.   If there are changes to CNEWS, we have to be careful about intended changes?
      iv. Accountability and ownership is and will be necessary to reduce the amount of news sent to all college staff.
      v.   More research needs to be done and dialogue will continue.
      vi. Jody, SK and Ellen will follow up with Marketing and Communication to discuss options.
   b.   CMS – Sub-committee

       i. David Freeman will replace Ruth Baker on the sub-committee.

     ii. Bhavesh Bambhrolia (not present) did have objections to participating in the sub-committee; Sam Hirsch suggested that more conversation regarding his role is needed.

   iii. Committee charge: Steve Jones recommends for the guidelines to morph into a policies and procedures memo.

   iv. A selection of vendors must go through the College process and signed by Dr. Curtis.

V. New Business

a. Academic Affairs Restructuring – Closing Department of Academic Computing

       i. Dr. Gay put forward a request for TCC to vote on her memo so she may move it to IWC.

     ii. Discussion of Dr. Gay's memo

         1. Karen Schmerhorn mentioned that Dr. Gay would like for messages or questions regarding the memo to be sent to her.

         2. Arnold DiBlasi: Re-structuring has been on-going for some time (a year) with the goal to finish by spring 2010. The work performed by both faculty members in the department will continue.

         3. Dr. Gay had mentioned that academic computing was not an academic department.

         4. Karen S. stated that this is not a good decision. Academic computing interacts a lot with faculty and the area should remain in the collective bargaining unit. Faculty perspective is needed in Academic computing.

         5. Dave F. asked if the same resources would be available and Arnold replied that he was not sure.

         6. Arnold D.; Don's departure could cause a hole/deficiency in resources and may affect relationships with critical areas.

         7. Dave F.; resources are needed and at this time, the area is a few years behind.

         8. Arnold D.; the focus of the discussion should be the position, not the individuals.

         9. Ruth B. supports Karen's position of a faculty member occupying the position to lead the academic computing area, not an administrator.

       10. Steve: The motion should be specific to the action requested in Dr. Gay's memo; it should not be a matter of ratifying memos from the Vice President of Academic Affairs.

       11. Motion: ***The question is on the adoption of the motion that the TCC recommend their support of the recommendation from Vice President Gay that the Department of Academic Computing be replaced by the tentatively titled administrative unit Academic Technology as stated in the November 11, 2009, memorandum***

Academic Affairs Restructuring – Closing Department of Academic Computing.

12. ***The TCC approved the recommendation by a vote of 13 in the affirmative and 5 in the negative. The attachment states the item presented to the TCC as considered at the November 18, 2009 standing committee meeting.***

b. **College-wide accountable printing solutions – William Bromley**
    i. IT has been charged to track student printing and will start in the library.
    ii. Original installation date was November, but it has been pushed to December due to a few missing pieces.
    iii. Pilot will test the frequency of use by all students (full-time and part-time) and the results will inform policy development.
    iv. Arnold D.; There will be a pilot at NWRC in which students will receive instruction about using the new features.
    v. SK; Faculty involvement, through the use of students in their classes, will be requested to test the new features. There will be seven stations for the pilot machines; three machines will rotate to various areas of campus.
    vi. Jody; another option, aside from swiping an ID card, is to use a PIN to release the print job. Students will be able to print previews and adjust as needed before printing.
    vii. In the pilot, there will be no charges for students to print.
    viii. Steve; is there an opportunity to track department use of printing? The answer is no.
    ix. The primary drive for the project is to curb student abuse of printing.

VI. **Adjournment**
    a. Motion to adjourn, seconded and approved to adjourn at 3:45pm.