Minutes - Approved

Faculty Senate Technology Team Meeting
March 14, 2014 – Howard Hall – Room 221
9:00 a.m. – 10:00 a.m.

1. The team approved the minutes from its February 7, 2014 meeting with one minor, non-substantive change.

2. Charles Fornaciari reported that a review of the Technology Team’s bylaws by a task force convened by the Faculty Senate indicated that the team’s activities and tasks were consistent with its bylaws. The task force did not recommend any changes in the team’s bylaws or its activities/tasks.

3. Patricia O’Connor-Benson (Academic & Event Technology Services) provided an overview of the early results of the instructional needs survey (which closes March 21).
   a. So far, the requests have favored hardware enhancements over new software. SmartBoards and lecture capture are very common requests.
   b. In order to have a recommendation ready for the Council of Dean’s meeting on March 26, the team decided to meet on Tuesday, March 25, 2014 from 12:30 p.m. to 2:00 p.m. to review the final results.

4. Cathy Duff (Provost’s office) provided an overview of the initial work of the Online Learning Strategic Plan task force.
   a. Danielle Rosenthal and Karen Landy are members of both the Technology Team and the task force. Mary Banks (Business Technology Services) is also participating in both groups.
   b. Cathy shared the task force’s first agenda with the technology team.
   c. The task force desires to have a preliminary report ready by the June, 2014 Board of Trustees Meeting. This will likely be a status report instead of a full-scale report due to the compressed time frames involved.
   d. Cathy and the Technology Team discussed ways in which the Technology Team and the task force could assist each other. One suggestion was that the task force may share their preliminary report with the Technology Team for feedback and to serve as a sounding board. Also, the task force will continue to keep the Technology Team in the loop regarding its progress.

5. Mario Bernardo (Library) had no new information to share.

6. Pat O’Connor-Benson noted that the previously announced Red Dot upgrade had been completed.

7. The meeting was adjourned at 10:00 a.m.

Attendance: Charles Fornaciari, Anna Koufakou, Karen Landy Pat O’Connor-Benson, and Danielle Rosenthal
Absent: Michele Stork, and Mary Walch