Academic Senate
Technology and Library Committee
Queens College of CUNY

Minutes of the Meeting: December 7, 2005

ATTENDANCE

Members: E. Fernández, C. Vickery, and J. Gunawan.
Ex Officio: S. Kaufmann and K. Lord.
Guests: J. Barnes and S. Henderson.

CALL TO ORDER, APPROVAL OF MINUTES AND AGENDA

The meeting was called to order at approximately 5:15 pm outside the Chief Librarian's conference room. Minutes of the meetings of September 29, 2005 and October 25, 2005 were approved. The agenda for the meeting was distributed and approved.

ANNOUNCEMENTS

Kaufmann: Off-site access to library resources has improved considerably.
Barnes: Nine to ten thousand students now have Active Directory Services (ADS) accounts. Faculty deployment is a greater problem because many faculty have multiple roles; regardless of how technical details resolve, ADS accounts for faculty will start to roll out next week. ADS will give faculty access to terminal services and use of the new proxy server system.

OLD BUSINESS

The committee reviewed the application for the Tech Fee Task Force (TFTF) from Hubert Howe, which we had previously deferred acting upon. The Senate by-laws say nothing about divisional representation on the TFTF. Nor do the by-laws place an upper limit on the number of faculty we may recommend for the TFTF. In light of these observations, the committee voted to recommend Prof. Howe for membership on the TFTF.

NEW BUSINESS

The committee discussed the article, *UFS Plenary Considers CUNY's Lack of Faculty Privacy Policy*, which appeared in the November 2005 issue of the University Faculty Senate's *The Senate Digest*. President Muyskens is a member of the task force that has been working on a replacement policy for the "Computer User Responsibilities" statement now in effect. The committee affirmed the importance of tracking developments on this topic.

The committee discussed Ken Ryesky's letter on technology and adjuncts addressed to the editor of the *Knight News* in response to an article appearing in its Sept. 19th issue. So far as we can tell, there is no problem to be addressed. However, K. Lord offered to conduct a small survey of department chairs at the next college P & B meeting and report back on the results.

E. Fernández circulated copies of the Technology Fee Guidelines that were distributed to TFTF members in 2002. The committee noted that:

- The guidelines need to be updated. General-purpose laboratories are no longer the scarce commodity they once were, and there is now a need to allow creative discipline-specific projects.
- Potential applicants at the college do not have a good sense of what the guidelines are and how they are being interpreted.
- There is poor feedback to applicants about funding of projects and subsequent tracking of project implementation. Good tracking data are being maintained, but the appropriate level of tracking information is not making it back to project initiators.
- OCT and B&G do not have the resources needed to implement some projects in a timely fashion. Tech Fee funds should be used to outsource those parts of project implementations that cannot be handled by The College.

- A discussion forum needs to be established so that students can propose and discuss the merits of projects they would like to see so that student government leaders will have a broader perspective on the perceived needs of their constituents.
- More efforts need to be made to provide feedback to students about how their funds are being spent. For example, the Library web site now provides a visual flag on each database that was purchased using tech fee funds.

Lord noted that classrooms are typically informally assigned to individual departments for course scheduling purposes. His goal is to provide each department with one media-equipped classroom in the next year. After that, more classrooms will be similarly equipped on a rolling basis. Lord noted that many classrooms lack even a projection screen, which is a feature that would fall in a category *below* his notion of an *unequipped* classroom.

Fernández indicated that she will be soliciting suggestions for a date for our Spring event on open access.

The topic of "web management" was suggested as an agenda item for our next meeting.

ADJOURNMENT

The meeting was adjourned at 6:36 pm.

Respectfully submitted,
Christopher Vickery
Recording Secretary