

Queensborough Community College

The City University of New York

MEMORANDUM

Academic Senate Committee on Computer Resources

To: Academic Senate

From: Lucian Makalanda and Jed Shahar, Co-Chairs of the Committee on Computer Resources

Date: August 26, 2016

Subject: Annual Report of the Committee on Computer Resources for 2015-2016

Members 2015-2016

1. M. Chantale Damas, Physics
2. Matthew Lau, English
3. Marlon Moreno, Chemistry
4. Michael Cesarano, Speech Communication & Theatre Arts
5. Merlinda Drini, Engineering Technology
6. Anissa Moody, Social Sciences
7. Lucian Makalanda, Mathematics and Computer Science
8. Jed Shahar, Academic Literacy
9. Barbara Rome, Nursing

Members 2016-2017

1. Andrew Bulawa, Mathematics & Computer Science (2019)
2. Leslie Ward, Library (2019)
3. Darryl Williams, Foreign Languages & Literatures (2019)
4. M. Chantale Damas, Physics (2018)
5. Matthew Lau, English (2018)
6. Marlon Moreno, Chemistry (2018)
7. Michael Cesarano, Speech Communication & Theatre Arts (2017)
8. Merlinda Drini, Engineering Technology (2017)
9. Anissa Moody, Social Sciences (2017)

**Student Representatives**

1. Lin Rong
2. Kyle Enriquez
3. Chanele Rodriguez

## **Liaisons**

- Christine Mooney, Business, COC Liaison
- Daniel Armstrong, HPED, Steering Committee Designee
- Bill Faulkner, Finance and Administration, President's Liaison

Lucian Makalanda and Jed Shahar served as co-chairs in 2015-2016. Matthew Lau served as secretary in 2015-2016. Matthew Lau and Darryl Williams were elected as co-chairs of the committee for 2016-2017 on the final meeting of 5/10/2016.

The committee met on the following dates: 10/21/2015, 11/11/2015, 12/9/2015, 2/9/2016, 3/10/2016, 4/13/2016, 5/10/2016

Following is a summary of the actions and efforts of the Committee on Computer Resources for academic year 2015-2016:

- The committee produced a newsletter covering topics related to the college community's use of technology, including articles on security, email storage and data on campus computer usage.
- The committee worked with William Faulkner to review the five-year technology plan: contributing to refining a survey to be used in refining the plan, participating in discussions on computer usage and replacement schedules, as well as discussions between VP Faulkner and CLTs regarding virtualized desktops.
- Discussed technology survey results and emphasized faculty concerns regarding streamlining Starfish interface with email, and the need for students to have access to charging phones and computers on campus.
- Co-Chairs of the committee met with the Library Resources Committee, sharing and explaining draft items in the five-year technology plan that related to their charges, specifically,
  - Discussed variation in internet and wifi access speed in different parts of the library.
  - Library committee shared concerns about space and tech concerns which were then raised in five-year tech plan conversations.
  - The usage and loaning of advanced calculators through the library were raised by both committees, and also discussed
- Committee coordinated with VP Faulkner to present information to the Faculty Executive Committee on the number of classrooms with instructional technology, as well as the plan for making all classrooms have instructional technology available.
- Committee co-chairs participated in review of tech-fee discussions as it was being drafted in the fall, and finalized in the spring.

- Committee formalized meeting times to the second Wednesday (during the second hour of club hours) of each month to help make participation in the committee more predictable, if not for all of the current members, then perhaps for future committee members
- Held two forums for CLTs to meet and discuss technology issues from across campus. These forums were hosted in direct response to the charges from the previous committee.
  - CLTs from multiple departments came together to discuss ongoing practices and issues, educating the committee on matters related to virtualization, wifi support on campus, classroom podium usage/training, among other topics.
  - The committee found the first meeting so useful, that it hosted a spring semester forum.
  - The committee also discussed how useful it would be if we could figure out a way to formalize CLT participation in the committee. This was partially addressed in the appointment of Daryl Williams (Foreign Languages CLT) to the committee for the upcoming year.
  - CLT forum included discussion on how best to use wifi dependent resources that needed re-using or adaptations after the switch from 2.4 to 5.
  - CLTs brainstormed other potentially more cost-effective, user-friendly classroom technology as alternatives to podia.

Following is a summary of the intended actions and efforts of the Committee on Computer Resources for academic year 2016-2017:

- Continue to bring together not just full-time faculty, ACC, and VP of Finance and Administration for discussions related to technology issues, but also other campus groups like CLTs, adjuncts and students.
- Continue producing a newsletter that allows committee members to explore and explain technology issues important to numerous campus parties.
- Monitor the implementation of making every classroom include instructional presentation technology, as well as explore the best way for faculty to use this technology.
- The committee should discuss the most effective and efficient ways to implement the numerous technology resources on campus, and not just present that information in a newsletter, but to have it be part of a meeting, similar to the CLT forums, so that interested faculty can learn how to most efficiently use the resources on campus.

Special thanks to all committee members who each contributed to the committee's work, specifically Matthew Lau for serving as secretary. An extra special thanks to VP Faulkner for his support of the committee's CLT forums and his spirit of collaboration and inclusion.