

QUEENSBOROUGH COMMUNITY COLLEGE
COMMITTEE on COMPUTER RESOURCES
COMMITTEE MEETING MINUTES
WEDNESDAY, November 30th, 2005, at 2 PM

Committee members in attendance: Chair Thorsen, Professors Altimari, Burlison, Ellerton, Grant, Mangra, Moh, and IT Director Sherman

- I. The minutes for the CCR meeting of 10/26/05 were approved.
- II. Discussion of two resolutions to be presented to the QCC Senate.
 - A. Chair Thorsen proposed the following change regarding Proposal 2/1 from the minutes of 10/26/05, regarding the exclusive use of Tigermail for faculty-student communications:

From: Be it further resolved that: faculty so inform students of this requirement and attempt to enforce it if they have email communications with their students.
To: Be it further resolved that: faculty so inform students of this requirement.

 1. The difficulty of enforcing this as a requirement was discussed. Prof. Grant pointed out that “attempt to enforce”, in the original language, did not constitute a requirement. IT Dir. Sherman noted that codifying this as policy would be useful to faculty, who could cite it to their students, and thus build compliance. There was general agreement to keep the original language.
 - B. The new wording cited above in II. A. was unanimously rejected by the CCR.
 - C. Chair Thorsen suggested possibly adding an amendment regarding the question of requiring faculty to use the college email system for all college related business. He also noted that adjuncts might be reluctant to use the college email system, and echoed the difficulty of enforcement also relevant to the Tigermail proposal. Prof. Altimari noted that adjunct faculty with multiple positions might have a particularly difficult time juggling so many email accounts.
 - D. Regarding II.C., the following amendment was unanimously approved: “Be it resolved that: faculty be encouraged to use the college email for school related business.
- III. Size of attachments to faculty email was discussed, in light of mailbox limits often being exceeded due to large attachments clogging inboxes.
 - A. IT Dir. Sherman noted that 2 MB was the current maximum size for attachments. He also mentioned that anyone could opt out of the Community Dialogue mail list, simply by sending an email to him or to Ralph Romanelli.
 - B. The CCR asked IT Dir. Sherman to please send a reminder email of this option to all faculty.

- C. Chair Thorsen suggested that URLs could be encouraged as an alternative to including large attachments to mass emails.
- D. The alternative of online bulletin boards to mass emails was reiterated as a sound option for some types of unsolicited emails.

IV. Small wireless and other electronic devices as classroom distractions.

- A. Prof. Moh stated that he doesn't actually think we have jurisdiction on this matter. He proposed that QCC consider creating a task force to address this problem. Cheating via the use of PDA's and cell phones was cited as a primary example illustrating the problem.
- B. Prof. Altimari noted that translator programs, used by foreign students, are sometimes used to cheat.
- C. Several members of the CCR opined that that this was a matter for the Student-Faculty Disciplinary Committee. Chair Thorsen reminded the CCR that even this group could not create such rules, but can only enforce existing rules, and that something like a task force might be the best option.
- D. Chair Thorsen will try to draft something addressing further development of this topic for the next meeting, which he will post on Blackboard. He also noted that VP McColloch, in his purview as head of Academic Affairs, would be a primary recipient of any proposal in this area.

V. Extended warranties of computers vis-à-vis the new Tech Fee Plan.

- A. Different monetary figures, in conjunction with competing scenarios of warranty options, were discussed at length. Several members expressed that it would be difficult to come up with exact figures in the absence of warranties, especially concerning the total cost of hiring, training and maintaining a repair staff of CLTs at QCC.
- B. Chair Thorsen distributed a handout articulating arguments both for and against extended warranties, largely extracted from discussions in the last CCR meeting. Each argument in the outline was discussed, with frequent changes of syntax, tone, additions and omissions being suggested. When general agreement seemed to be reached on each issue, Chair Thorsen amended the document accordingly. The revised version of the document will be posted on Blackboard.
- C. A strong consensus arose that warranties for flat panel monitors were unnecessary, due to their considerably consistent durability. There was also some support for keeping more machines in reserve as an alternative to warranties. Both of these areas will be part of the content for a formal recommendation from the CCR to the Student Tech Fee Committee, endorsing the new Tech Fee Plan, with a proviso that comparative fee analyses should be conducted regarding the various alternatives to warranties

discussed by the CCR.

- VI. CCR members should send Chair Thorsen their spring schedules as soon as possible, so that meetings can be scheduled.
- VII. New Business.
- A. IT Dir. Sherman has asked the CCR to work on guidelines for items that can be downloaded by faculty, in an attempt to thwart virus and spyware attacks from unsafe software.
1. Chair Thorsen noted that free downloads were a potent aspect of potentially unsafe computing by faculty.
- B. IT Dir. Sherman also asked whether it is in the CCR's purview to study the use of wireless on campus.
1. Chair Thorsen noted that a meeting took place recently to investigate whether there was any potential for wireless' use in a pedagogical context. The consensus was that there was no potential in this area, and that wireless was probably not currently used by any dept. to this end. In this meeting, Prof. Pecorino suggested sending a survey on the use of wireless to all faculty, and judging actual use based on laptop distribution rates for all classes.
 2. Prof. Burleson noted that the Music Department currently uses wireless extensively in one classroom, in conjunction with the Remote Desktop program, and Sibelius software. Chair Thorsen asked Prof. Burleson to inform Prof. Pecorino of this via email.
- C. Prof. Ellerton asked IT Dir. Sherman about the fate of disposed computers, and inquired about the system for dispersing replacement computers to departments. IT Dir. Sherman responded that departments should send requests to B & G any replacement computers, and that all other decommissioned computers are disposed of properly through B & G.
- VIII. Meeting adjourned at 4 P.M.

Respectfully submitted,

Geoffrey Burleson, Secretary, Committee on Computer Resources