

Queensborough Community College
The City University of New York
MEMORANDUM

Academic Senate Committee on Computer Resources

To: Academic Senate
From: Matthew Lau and Darryl A. Williams, Co-Chairs of the Committee on Computer Resources
Date: September 8th, 2018
Subject: Annual Report

Faculty Representatives 2017-2018

1. Andrew Bulawa, Mathematics & Computer Science (2019)
2. Leslie Ward, Library (2019)
3. Darryl Williams, Foreign Languages & Literatures (2019) - Co-chairperson
4. M. Chantale Damas, Physics (2018)
5. Matthew Lau, English (2018) - Co-chairperson
6. Marlon Moreno, Chemistry (2018)
7. Cesarano, Michael, Speech Communications (2020)
8. Spencer, Cheryl, Nursing (2020)
9. Keogh, Timothy, History (2020)

Student Representatives 2017-2018

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

Liaisons 2017-2018

- Christine Mooney, Business, COC Liaison
- Lucien Makalanda, Mathematics and Computer Science, Steering Committee Designee
- Jed Shahar, English, Steering Committee Designee
- Bill Faulkner, VP Finance and Administration, President's Liaison

Faculty Representatives 2018-2019

- Andrew Bulawa, Mathematics & Computer Science (2019)
- Leslie Ward, Library (2019)
- Darryl Williams, Foreign Languages & Literatures (2019) - Co-chairperson

- Cesarano, Michael, Speech Communications (2020)
- Spencer, Cheryl, Nursing (2020)
- Keogh, Timothy, History (2020) - Co-chairperson
- Bellovary, Jill, Physics (2021)
- Bordoni, Adrian, Social Sciences (2021)
- Moretti, David, Marketing & Communications (2021)

Student Representatives

- Lin Rong
- Kyle Enriquez
- Chanele Rodriguez

Liaisons

- Christine Mooney, Business, COC Liaison
- Mathew Lau, English, Steering Committee Designee
- Bill Faulkner, VP Finance and Administration, President's Liaison

Dr. Lau and Mr. Williams served as co-chairs of the Committee on Computer Resources for the 2017-2018 academic year. The committee met four times during the year: 10/11/17, 11/15/17, 2/14/18, and 5/16/18, with one spring meeting/CLT forum cancelled due to inclement weather.

The following is a summary of the actions and efforts of the committee during the 2017-18 academic year:

- The committee continued its initiative of hosting certified lab technician (CLT) forums. Due to inclement weather in the spring only the fall forum was held this academic year. The major topics at this year's forum were an update on opening classrooms for instructors and students between class periods, the maintenance and life cycle of classroom technology, and the possibility of shifting to touchscreen technology in the classroom.
 - In the case of opening classrooms prior to instructor arrival, departments are making their own decisions about the feasibility of opening classrooms.
 - CLTs prefer some autonomy in making decisions about opening classrooms prior to instruction to help faculty, students, and their own workload. The English department, for example, has many new computer rooms as of fall 2017 on multiple floors of the humanities building, making it unrealistic that CLTs can open doors and monitor all these rooms between classes.
 - CLTs also suggested and discussed the possibility of replacing or augmenting classroom projectors with touchscreen TVs.

- Some objections were raised, as the touchscreens may disrupt the standard of having podia in every classroom.
- The recycling of podia remains on a 7-year cycle, after which time podia are replaced with updated hardware and software.
- CLTs, faculty, and ACC administrators also discussed the possibility of CLTs and faculty applying for licenses from the college to have software installed on their PCs.
 - This issue was further pursued in our committee’s 2018 spring newsletter in Professor Timothy Keogh’s article “Accessing Software Remotely.”
- In spring 2018, the committee produced and published its annual E-Newsletter (**Appendix**). Several members of the committee wrote or solicited articles for the newsletter. Co-chair Lau continued to serve as the newsletter’s editor.
- Co-chairs Lau and Williams served on Student Tech Fee Committee throughout the year.
- In May 2018, Williams was reelected as Co-Chair for the 2018-2019 academic year. Professor Tim Keogh was newly elected to serve as Co-Chair of the committee for 2018-2019.

The following is a summary of intended actions and efforts of the Committee on Computer Resources for academic year 2018-2019:

- The Committee will continue to meet two to three times per semester.
- The Committee will continue to produce its annual newsletter.
- The Committee will continue to host CLT forums once per semester to consult with CLTs and bring them together to collaborate across different departments.
- Co-Chairs Williams and Keogh will serve on the Student Tech Fee Committee.
- The Committee will continue to consult with administration liaisons on matters relevant to the Committee, including podia training and technology planning and implementation.
- The Committee will continue to update its website.

As co-chairs, we would like express our gratitude to all faculty representatives, student representatives, and liaisons for their efforts on behalf of the Committee during the 2017-2018 academic year.

We would like to especially thank VP Faulkner and his staff for supporting the CLT forum initiative.

Respectfully Submitted,

Matthew Lau and Darryl A. Williams

Appendix: