

**Minutes of the
Commission for Educational Technology**

Friday, July 27, 2001
9 AM – 12:00 PM
Legislative Office Building - Room 1A

Members Present: Judith Greiman, Marc Herzog, Barbara Gibson, Cal Heminway, Kenneth Wiggin, Valerie Lewis, Paul Kobulnicky, Michele Macaуда, Denise Moynihan, George Selmont; Paul Picard; Patricia Fusco; Merle Harris

Others Present: Karen Kaplan, Executive Director; Susan Binkowski for Theodore Sergi; Bob Dixon, DOIT; Rob Vietzke, DOIT; German Bermudez for William Cibes; Ted Merritt for Paul Gagliarducci; Janice Gruendel and Stephanie Nickols, CT Parent Technology Academy; Jill Skowronek, CT Voices

Ms. Greiman called the meeting to order at 9:20 A.M. She asked and received agreement to delay the first two items of the Agenda until later in the meeting in order to allow the CET to go into an Executive Session. The Commission voted to go into Executive Session for the purpose of discussing a personal matter.

Upon returning to the meeting, Ms. Greiman announced that the executive director candidates and the search process had been discussed. Ms. Greiman announced that Mr. Peter Young from ACES would be serving on the Commission as the representative from CAPSS as Mr. Gagliarducci has left the state for a new job.

Ms. Greiman asked for approval of the minutes from the April 10, 2001 and the June 14, 2001 meetings. After a motion and second, the minutes were accepted unanimously.

CT Parent Technology Academy

Ms. Greiman introduced Dr. Janice Gruendel of Connecticut Voices for Children who was asked to give a presentation to the Commission regarding the activities to date of the CT Parent Technology Academy. Ms. Gruendel introduced herself and spoke of her background. She discussed the digital divide in Connecticut. She outlined the various partnerships and grants that she is combining to leverage the PTA money as much as possible.

She explained that there are a number of groups helping with providing computer resources, but few are coordinated or even know about each other. Her goal is to try to connect these various groups.

Ms. Gruendel introduced Jill Skowronek of CT Voices who will be the lead on the Parent Academy project. Ms. Skowronek noted that in her research she has found there are a lot of great things going on in Connecticut, but there is no centralization. She plans to create a central data line, and have a listing of programs available. She expects to work with Infoline and to develop a web site. She plans to update the CET in the near future with further work on the project.

CET Bylaws

Ms. Greiman explained that CET members had asked for bylaws. She based the first draft on the bylaws of JCET which had been approved by the Attorney General. She outlined each section and noted member comments. Regarding *Article VIII – Officers and Terms of Office*, Mr. Wiggin asked if she meant two consecutive terms in Section C. Ms. Greiman replied that she did. Discussion centered around whether to have an executive committee, whether chairs of committees need to be CET members, whether the duties

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of the executive director are fully outlined, and whether the terms of office for officers were properly spelled out. It was agreed that members would send written comments to Ms. Greiman by 8/15 so that she would be able to have a final draft ready for consideration at the next meeting.

Legislative Update

Ms. Greiman reported that the legislative session is over. She outlined budget gains, losses and concerns, and noted that Lt. Governor had committed to working with the CET on increasing the budget for the second year. Members discussed the budget, the legislative process and concerns for the second year of the biennium. They agreed to discuss a recommended budget at the September meeting and to talk about legislative strategy at that time.

Technical Training and Support

Ms. Macaуда presented the Committee's recommendations. She explained that she would outline two options and was seeking the Commission's approval of one of the options. She thanked committee members and noted that their task was to outline the requisite support and training that would be necessary for running the network. She presented the budget and report and noted that the committee was recommending option two. Mr. Kobulnicky praised the report. There was discussion about security issues and other tasks that would be up to DOIT. The CET gave the committee the approval to continue to refine option two and to develop a training package to support it.

Content Committee

Ms. Greiman moved forward to the next item on the Agenda and called Ms. Harris to bring her report. Ms. Harris presented their COAST document. She outlined the process their committee went through which resulted in the document. They worked hard to change the areas of concern from the June meeting. The Curriculum Subcommittee is proposing the creation of COAST (*Committee for the Organization and Assessment of Submissions for Technology*) which recommends resources, applications, etc for the CEN and is responsible to get things together for Commission. She felt they needed to have content ready when CEN is on. In the discussion following Ms. Fusco added that if a group wants to add content to their network, they don't have to go through the process outlined in the procedures. Ms. Moynihan stated she tried to streamline and build protection for content and mentioned that if a school reviewed content, they will review it again. Mr. Wiggin stated that they needed to see the distinction of content to go over the network and over the CEN. Mr. Kobulnicky had a concern in the Basic Criteria that they needed policy for content, as, 'they should comply with copyright guidelines;' whether hosted on service or parties; to guide and direct. Ms. Harris responded that they are for all and were the guidelines. Mr. Merritt said he would like to share this document with superintendents as to what would be helpful and get back to the Commission. Ms. Greiman asked what is our task today. Ms. Fusco was looking for the COAST to be approved. Ms. Fusco made a motion that COAST be approved. Ms. Lewis seconded the motion, and it was approved by all except for Mr. Heminway who opposed. Mr. Heminway said he could not support the COAST. Ms. Greiman then asked if there were any extraneous? There was none. Ms. Greiman said we have a process, to be revised as needed. We need a process to continue. Mr. Picard asked if they were to bring a final document again. Ms. Greiman responded in the affirmative.

CEN Update/ CEN Policies

Ms. Greiman thanked Rob Veitzky and Bob Dixon for refining the CEN policy statements. She noted that the statements were the product of several CET meetings and thanked everyone for their input and patience. Upon a motion by Mr. Picard and a second by Ms. Fusco, the statements were approved unanimously with one abstention, Mr. Heminway.

CEN Budget and Timelines

Ms. Greiman stated she had met with Rock Regan, Karen Kaplan, Rob Vietzke, and Bob Dixon in June

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to discuss where the development of the CEN. At that time, DOIT staff offered to outline the budget and timelines for network development at the next CET meeting. Mr. Dixon then presented the document 'Budget and Timelines.' He noted that an eight year buildout would not be acceptable and urged members to look at the option that provided a buildout in 2-3 years. Discussion ensued about the need to focus only on the faster buildout.

Executive Director Report

Ms. Greiman moved to the last item on the Agenda. She remarked that she has the utmost appreciation for all Ms. Kaplan as Interim Executive Director has done this year. Ms. Kaplan has met with all the State Commissioners and visited in the Legislature. She had done extensive traveling and extended herself on behalf of the CET. She was a great cheerleader for the CET's efforts and was a great leader in a time of transition.

Ms. Kaplan made a personal statement to the Commission about her year of work. She noted that the CET had come a long way. She reviewed the Statewide Educational Technology Plan. Ms. Kaplan stated that this plan reflects the last work of the Committee and that the CET should now use this possible structure as a springboard. Mr. Picard moved to approve the CET Plan. Ms. Fusco seconded, and it was unanimously approved.

Mr. Picard made a motion to adjourn the meeting. Ms. Fusco seconded the motion, and it was unanimously agreed upon. The meeting was adjourned at 12:15 PM.