



## COA Executive Council Meeting Minutes

Date: 12/01/98

Location: AT&T Conference Call

### In Attendance:

- Rick Coloccia
- Curt King
- Justin Sipher
- Bruce Longo
- Scott May
- Ivan Durbak
- Rich Reeder
- Tom Neiss
- Bob Lunden
- Natalie Sturr
- Ruedi Lienhard

### Not In Attendance:

- Mike Pisa
- Bryan Eaton
- Kathy Voltz
- Ron Sarnier
- Ginger Bailey
- Jim Wolf
- Cheryl Carnevale

### \*\* Agenda Item #1 - Minutes

The minutes from the 11/03/98 Executive Council meeting were approved on the Executive Council list.

### \*\* Agenda Item #2 - Communications Workgroup

Tom Neiss reported that he is contacting Ron Brown at ITEC to get the

COA web site moved. All COA E-mail lists have been consolidated to COA-L. The STC is still using some of the old committee lists. Tom will inform the STC that we now only use COA-L and ask them to use only COA-L.

**\*\* Agenda Item #3 - Organizational Relationships**

ALIS - The Microsoft Licensing Program was discussed briefly. The general feeling is that the program is not viable because it is far too expensive and the packages they offer are not sensible. MaryAnn Corsetti issued a survey at the fall business meeting to formally collect campus feelings about the Microsoft program.

SUBOA - We discussed the fact that SUBOA has a web site ([www.suboa.org](http://www.suboa.org)) and that we should add a link to the SUBOA site from our COA web site.

Center for Unified Business Systems (CUBS) - The RFP for the current project and services should go out 1/99.

**\*\* Agenda Item #4 - Project Initiatives**

Redefining Job Titles and Job Descriptions - Rich Reeder reported that he has obtained 30 IT job descriptions that he hopes to equate to the state's job descriptions for comparison purposes.

Technology Fees - Ivan Durbak reported that the survey will be very small including the following questions. Do you have separate fees? What do you charge? What does the fee fund? Do you do anything unique or different with fees? This survey will probably be done informally on a one-to-one basis.

Hardware/Software Inventory - Kathy Voltz was not able to attend this meeting and this item was therefore deferred to our next meeting.

Exchange Program - Jim Wolf was not able to attend this meeting and this item was therefore deferred to our next meeting.

**\*\* Agenda Item #5 - COA Strategic Workgroup**

Justin Sipher reported that this workgroup (Ginger Bailey, Bryan Eaton, Ruedi Lienhard, Bob Lunden, Scott May) had a productive meeting at the Fall Business meeting. With the approval of EDTOA and TOA chairpersons we have asked other university systems how they have structured IT organizations such as COA, EDTOA and TOA.

**\*\* Agenda Item #6 - Campus Designated Representatives**

Ginger Bailey was not able to attend this meeting and this item was therefore deferred to our next meeting.

**\*\* Agenda Item #7 - SUBOA Workgroup on Taxpayer Relief Act**

We discussed that as of 12/01 test data had been collected from over 50% of the campuses and that testing of the process is proceeding as planned.

**\*\* Agenda Item #8 - Spring STC Conference**

We discussed that there were many good suggestions for themes that came from the Fall Business meeting. There are many new people on the planning committee who have introduced new ideas into the process. This has been very good and productive to the process although the additional discussions have made the challenge of maintaining a schedule somewhat more difficult. A keynote speaker has not yet been identified.

**\*\* Agenda Item #9 - SUNY Library Initiatives**

An RFP is now being developed with the aid of System Administration and should be released in 01/99. LAIP charges have been reduced by 40% for each school with the intention that campuses use the 40% in savings to improve their network infrastructure. Details of the changes and savings are on-line at the Office of Library Information Services web site.

**\*\* Agenda Item #10 - History of COA**

Ruedi Lienhard had nothing to report on this project.

**\*\* Agenda Item #11 - Campus Networking Assessment**

Rick Coloccia reported that we will survey the network representative at each campus to determine what hardware they are using and how prepared they are for the migration of all administrative applications to IP. The results of this survey will be posted on the COA web site for campuses to reference.

**\*\* New Business**

Regarding the SUNY Web Site Survey - The questions were misleading and responses will likely vary greatly based on each campus interpretation of the questions. We do not know what the goal of the survey was. Key terms were undefined such as "site". What constitutes a "site"?

Edutech Copyright Program. SUNY is investigating the option of having one person registered as a point of contact for all SUNY campuses instead of having one person from all 64 SUNY campuses registering individually.

## \*\* Next Meetings

The following is the schedule of upcoming Executive Council meetings.

- Tuesday 01/05 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 02/02 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 03/02 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 04/06 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 05/04 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 06/01 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 07/06 from 2:30 to 4:30 AT&T Conference Call
- Tuesday 08/03 from 2:30 to 4:30 AT&T Conference Call

To Access: Telephone 888-232-0361 Conference Code 814048

## \*\* Preliminary Agenda for 01/05 Conference Call Meeting

1. Approval of the minutes of the 12/01 meeting (Done on the Executive Council list).
2. Communications Workgroup (Tom Neiss)
3. Organizational Relationships
  - a. ALIS (Rich Reeder)
  - b. SUBOA (Ginger Bailey)
  - c. CUBS (Ginger Bailey)
4. COA Project Initiatives
  - a. Refining Job Titles and Job Descriptions (Rich Reeder)
  - b. Technology Fees (Ivan Durbak)
  - c. Hardware/Software Inventory (Kathy Voltz)
  - d. Exchange Program (Jim Wolf)
5. COA Strategic Workgroup (Justin Sipher)
6. Campus-Designated Representatives (Ginger Bailey)
7. SUBOA Workgroup on Taxpayer Relief Act (Ginger Bailey)
8. Spring STC Conference (Tom Neiss, Justin Sipher, Cheryl Carnevale)
9. SUNY Library Initiatives (Ruedi Lienhard, Natalie Sturr)
10. History of COA (Ruedi Lienhard)
11. New Business