



## COA Executive Council Meeting Minutes

Date: 01/05/99

Location: AT&T Conference Call

### In Attendance:

- Mike Pisa
- Justin Sipher
- Bruce Longo
- Scott May
- Ron Sarnier
- Ginger Bailey
- Rich Reeder
- Tom Neiss
- Bob Lunden

### Not In Attendance:

- Rick Coloccia
- Curt King
- Bryan Eaton
- Kathy Voltz
- Ivan Durbak
- Jim Wolf
- Cheryl Carnevale
- Natalie Sturr
- Ruedi Lienhard

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

The minutes from the 12/1/98 Executive Council meeting were approved on the Executive Council list.

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

Tom Neiss reported that he has been in contact with ITEC to manage the

COA web site. The site will be physically housed at System Administration. Ginger asked about remaining tasks that had been in the original charge and will follow-up after the meeting. (That follow-up occurred on 1/6/99 and Tom did indicate that once the web pages are moved the survey and directory tie-in to the web pages would be the next steps to be accomplished.)

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

ALIS - Rich Reeder reported that his sense, further reinforced by the survey System Administration took, was that the contract with MicroSoft was too pricey for the campuses. System Administration has conveyed this information to MicroSoft.

SUBOA - As there has been no further discussion with SUBOA since November, Ginger will contact Chuch Goolden.

Center for Unified Business Systems (CUBS) - The RFP for the current project and implementation services is still targeted to be released at the end of January 1999. A planning document is expected to be in place in the near future. The project initiative includes the replacement of SUNY Financials and Human Resource legacy systems with the ORACLE software products. Emphasis will be on the implementation of the Financials software first. The project has been renamed to SUNY Business Systems with executive sponsorship by the SUNY Vice Chancellor for Finance and Management. We will ask Dave Powalyk to provide us an update of the status of this project at our next meeting on 2/2/99.

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

Redefining Job Titles and Job Descriptions - Rich Reeder reported that this initiative is still in progress and agreed to share his findings with UUP.

Technology Fees - Ivan Durbak was not able to attend this meeting and this item was therefore deferred to our next meeting.

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

There was discussion about the inquiry made to other university systems as to how they have structured IT organizations such as COA, EDTOA and

TOA. Since Bryan Eaton, who originated this inquiry was unable to attend this meeting, this item was deferred to further discussion via a conference call with the small workgroup. Justin agreed to coordinate this conference call.

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

Ginger Bailey indicated that she had received two changes. These changes have been made to the master list and have been added to COA-L.

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

We discussed that production files were needed by System Administration by 01/11/99 for submission to the vendor by 01/15/99.

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

The keynote speaker will probably be Peter Berkman. The theme will be "Opportunities of the Technology Puzzle". The planning committee will be scheduling meetings and conference calls to flush out the details. There was discussion about the COA sessions being submitted to the Session coordinator. Ginger agreed to resend the COA Administrative, Academic and Networking proposed sessions to the Session coordinator.

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

There was nothing new to report from the last meeting. An RFP is expected to be released in 01/99. Details of the changes and savings are on-line at the Office of Library Information Services web site.

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

System Administration will provide the files of past COA involvement in SUNY wide initiatives to Ruedi Lienhard for a compilation and summarization of COA History to be made available on our COA web site.

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

Rick Coloccia was unable to attend this meeting so this item was deferred to the next meeting.

**\*\* New Business**

Digital Millenium Copyright Act - Tom Neiss provided a brief update regarding 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. Year 2000 Readiness Disclosure Act – Tom Neiss provided a brief update.

## \*\* Next Meetings

The following is the schedule of upcoming Executive Council meetings.

- 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 02/02 Conference Call Meeting

1. Approval of the minutes of the 01/05/99 meeting
2. Communications Workgroup (Tom Neiss)
3. Organizational Relationships
  - a. SUBOA (Ginger Bailey)
  - b. SUNY Business Systems (Dave Powalyk)
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. Campus Network Assessment (Rick Coloccia)
12. New Business