



COA Executive Council Meeting Minutes

Date: 04/06/99

Location: AT&T Conference Call

In Attendance:

- Curt King
- Mike Pisa
- Justin Sipher
- Bruce Longo
- Scott May
- Ivan Durbak
- Ron Sarner
- Ginger Bailey
- Rich Reeder
- Tom Neiss
- Bob Lunden
- Cheryl Carnevale
- Natalie Sturr
- Ruedi Lienhard

Not In Attendance:

- Rick Coloccia
- Bryan Eaton
- Kathy Voltz
- Jim Wolf

** Agenda Item #1 - Minutes

The minutes from the 03/02/99 Executive Council meeting were approved on the Executive Council list.

** Agenda Item #2 - Communications Workgroup

Use of COA-L - Due to the limited time this item was deferred to our next

meeting.

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

SUBOA - Ginger Bailey reported that she is scheduled to present at the SUBOA meeting on April 14th. Her presentation will be about COA, about COA's relationships with other SUNY-wide organizations and about the projects that COA is currently involved with. Additionally, Ginger will offer COA's assistance in collaboration with SUBOA on any technology-related issues that SUBOA may currently be addressing or may address in the future. There was full agreement by the Executive Council with regard to the content of her presentation.

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

Redefining Job Titles and Job Descriptions – Rich Reeder reported that the in-progress draft will be shared with SUBOA liaison Chuck Goolden and the next steps within COA will be defined.

Technology Fees – Ivan Durbak reported that a draft has been completed based on information received from System Administration. However, many of the fees listed are overall campus fees which include a technology fee and which make the information presented in the draft misleading. More work will be done on the report before distribution.

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

Ginger Bailey reported that a draft "white paper" was distributed to the Executive Council prior to the meeting. A significant amount of time was spent reviewing the draft and identifying the appropriate next steps.

**** Agenda Item #6 - Spring SUNY Technology Conference (STC)**

Justin Sipher and Cheryl Carnevale provided an update on the conference.

**** Agenda Item #7 - SUNY Library Initiatives**

Due to the limited time this item was deferred to our next meeting.

**** Agenda Item #8 - History of COA**

Due to the limited time this item was deferred to our next meeting.

**** Agenda Item #9 - Campus Networking Assessment**

Although Rick Coloccia was unable to attend the meeting, he did provide the Executive Council with the address of his draft web page for review of his in-progress web-based survey. The Executive Council is to provide him with their comments.

**** Agenda Item #10 - ALIS Technology Architecture Group**

Due to the limited time this item was deferred to our next meeting.

**** Agenda Item #11 - New Business**

Y2K Initiatives - Due to the limited time this item was deferred to our next meeting.

**** Next Meetings**

The following is the schedule of upcoming Executive Council meetings.

- 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 05/04 Conference Call Meeting**

1. Approval of the minutes of the 04/06/99 meeting
2. Communications Workgroup
 - a. Use of COA-L (Tom Neiss)
 - b. COA Web Site Maintenance (Bryan Eaton)
3. Organizational Relationships
 - a. SUBOA (Ginger Bailey)
4. COA Project Initiatives
 - a. Refining Job Titles and Job Descriptions (Rich Reeder)
 - b. Technology Fees (Ivan Durbak)
5. COA Strategic Workgroup (Justin Sipher)
6. Spring STC Conference (Tom Neiss, Justin Sipher, Cheryl Carnevale)
7. SUNY Library Initiatives (Ruedi Lienhard, Natalie Sturr)
8. History of COA (Ruedi Lienhard)
9. Campus Network Assessment (Rick Coloccia)
10. ALIS Technology Architecture Group (Justin Sipher)
11. New Business

a. Y2K Initiatives (Bryan Eaton)