



## COA Executive Council Meeting Minutes

Date: 06/01/99

Location: AT&T Conference Call

### In Attendance:

- Mike Pisa
- Justin Sipher
- Bruce Longo
- Scott May
- Ginger Bailey
- Tom Neiss
- Bob Lunden
- Natalie Sturr
- Cheryl Carnevale
- Ruedi Lienhard
- Rick Coloccia
- Peter Asp
- Ivan Durbak
- Curt King

### Not In Attendance:

- Jim Wolf
- Bryan Eaton
- Rich Reeder
- Kathy Voltz
- Ron Sarnier
- Fran Garrido

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

The minutes from the 05/04/99 Executive Council meeting were approved on the Executive Council list.

Ginger Bailey thanked Curt King, Ron Sarnier, and Kathy Voltz for service

to COA with their participation on the Executive Council. Ginger also welcomed the new members of the Executive Council, Frances Garrido (Farmingdale) as a representative for Specialized Colleges and Peter Asp (Westchester) as a representative for Community Colleges.

**\*\* Agenda Item #2 - Communications Workgroup (Tom Neiss)**

The COA-L list is now closed so that it requires the list owner to subscribe people to the list. This can therefore be done by the co-owners of the list, Justin Sipher or Bryan Eaton.

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

SUBOA - Ginger Bailey indicated that there was nothing new to report. Ginger will contact Chuck Goolden, the SUBOA liaison to COA, after the STC conference.

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

Refining Job Titles and Job Descriptions - Rich Reeder was not able to attend this meeting and this item was deferred to our next meeting.

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

Ginger Bailey reported that she had sent the working document to representatives from other organizations (TOA, EdTOA and SUNYLA) as well as to groups like ITEC and the Training Center. An invitation has been extended to these organizations to meet at the STC to begin to engage in discussions and a breakfast meeting at 7:30 am on Tuesday appears to be the time when this will happen.

**\*\* Agenda Item #6 - Spring STC Conference**

Justin Sipher indicated that there was nothing major to report. We have a full vendor fair although registration is down about 10-15% from last year at this time.

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

Natalie Sturr reported that the RFP for a new Library Management System is still under evaluation with an anticipated announcement of the selected vendor within the month.

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

Ruedi Lienhard had nothing new to report on this project.

**\*\* Agenda Item #9 - Campus Network Assessment**

Rick Coloccia reported that 12 campuses have responded so far. Rick will present information at the COA Networking Committee meeting at the STC as to what he has received so far.

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

Justin Sipher reported that the Phase II aspect of the project is on hold in the Executive Vice Chancellor's office and that ALIS is working to move this forward as quickly as possible.

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

SUNY/Compaq Meeting - Tom Neiss provided a brief overview of the meeting that Dan Sidebottom attended on COA's behalf. SUNY expressed their concerns, needs and hopes for the future of this relationship. Discussion also occurred regarding the relationship that Compaq has with Oracle and SUNY stressed the need for Oracle compatibility.

Executive Council Representative - Ginger Bailey will solicit a volunteer for the vacant Arts and Sciences position at the COA General Business Meeting at the STC.

Agenda Items for COA General Business Meeting at the STC - Ginger Bailey reviewed her list of agenda items for this meeting as follows.

- Introduce New Council Members
- Report of the Communications Workgroup
- Report of the Campus Network Assessment Workgroup
- Status of the SUBOA Liaison
- Report of the Technology Fee Workgroup
- Report of the Refining Job Titles & Descriptions Workgroup
- Report on the COA Strategic Direction Workgroup (the draft whitepaper)
- Request from Membership Any Strategic Initiatives for the Next Term

Elections of Officers - The current slate of Executive Council officers was nominated to serve again with no other nominations/volunteers. With this the secretary will cast one vote for each candidate.

- Chair - Ginger Bailey
- Vice Chair - Justin Sipher

- Secretary - Bryan Eaton

## \*\* Next Meetings

The following is the schedule of upcoming Executive Council meetings.

- 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 07/06 Conference Call Meeting

1. Approval of the minutes of the 06/01/99 meeting
2. Conference Call Costs (Ginger Bailey)
3. Executive Council Vacancies (Ginger Bailey)
  - a. Arts and Sciences
  - b. University Centers
  - c. Academic Committee Chair
4. COA Award Program(s) (Ginger Bailey)
5. Executive Council Meetings - 9/99 through 8/00 (Bryan Eaton)
6. Communications Workgroup (Tom Neiss)
7. Organizational Relationships
  - a. SUBOA (Ginger Bailey)
8. COA Project Initiatives
  - a. Refining Job Titles and Job Descriptions (Rich Reeder)
9. COA Strategic Workgroup (Ginger Bailey)
  - a. Conference Call with TOA and EDTOA - 7/6
  - b. Summer Meeting with All Involved Groups
10. Spring STC Conference Review (Justin Sipher)
11. SUNY Library Initiatives (Ruedi Lienhard, Natalie Sturr)
12. History of COA (Ruedi Lienhard)
13. Campus Network Assessment (Rick Coloccia)
14. ALIS Technology Architecture Group (Justin Sipher)
15. New Business
  - a. Update on UTC (Scott May)
  - b. Letters to New Members and Presidents (Ginger Bailey)
  - c. Formality of Current Committees (Ginger Bailey)
  - d. Volunteers Needed for Ad Hoc Committees (Ginger Bailey)
    1. STC Planning Committee
    2. COA Newsletter Committee
    3. Nominations for Elections
  - e. Fall Business Meeting
  - f. Educational Technology Centers
  - g. EDI Project

## h. E-Commerce Project