



COA Executive Council Meeting Minutes

Date: 10/05/99

Location: AT&T Conference Call

In Attendance:

- Rick Coloccia
- Mike Pisa
- Justin Sipher
- John Bradley
- Bruce Longo
- Bryan Eaton
- Ivan Durbak
- Fran Garrido
- Ginger Bailey
- Rich Reeder
- Tom Neiss
- Bob Lunden
- Ruedi Lienhard

Not In Attendance:

- Scott May
- Peter Asp
- Natalie Sturr

** Agenda Item #1 - Minutes

The minutes from the 08/03/99 Executive Council meeting were approved on the Executive Council list.

** Agenda Item #2 - Communications Workgroup

Tom Neiss had nothing new to report.

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

Ginger Bailey had nothing new to report.

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

Refining Job Titles and Job Descriptions - Rich Reeder reported that he needs input from other Executive Council members. Rich will again send the draft job titles document and a URL for a CAUSE/Effect article on this topic to the Executive Council.

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

Ginger Bailey reported that she needs the assistance of the other organizations and other Executive Council members to continue to move this project forward. Ginger will discuss this at the Fall Business Meeting in November. She will attempt to coordinate the development of a strategy for completing another draft and review of this document within a timeframe that will allow for formal announcement of a SUNY Information Technology organization at the next SUNY Technology Conference.

**** Agenda Item #6 - SUNY Library Initiatives**

Ruedi Lienhard reported that the recommended vendor for award of the Library Management System RFP was presented to the Provost in August for his approval.

Ruedi indicated that he has served as COA liaison regarding SUNY Library Initiatives for 2 terms and requested that another member of the Executive Council assume this responsibility.

**** Agenda Item #7 - History of COA**

Ruedi Lienhard had nothing new to report. This item will be removed from future agendas.

**** Agenda Item #8 - Campus Network Assessment**

Rick Coloccia reported that 32 out of 64 campuses have responded to the survey. Rick will email another request to the Networking representatives from those campuses that have not responded. He will also generate a letter request to these same Networking representatives with a copy to their

respective Presidents and to Chris Haile.

** Agenda Item #9 - Update on UTC

This item was deferred to our next meeting.

** Agenda Item #10 - Formality of Current Committees

This item was deferred to our next meeting.

** Agenda Item #11 - Educational Technology Centers

This item was deferred to our next meeting.

** Agenda Item #12 - EDI Project

This item was deferred to our next meeting.

** Agenda Item #13 - E-Commerce Project

This item was deferred to our next meeting.

** Agenda Item #14 - New Business

Fall Business Meeting - Ginger Bailey reported that an email announcement of the Fall Business Meeting had been sent to COA-L and that she would send another announcement at the end of the week. Tom Neiss agreed to send similar announcements to COA-L at the end of the weeks of 10/11 and 10/18.

FACT Liaison - Bryan Eaton asked whether a FACT/COA liaison had been identified. Justin Sipher indicated that he had spoken with FACT regarding this and would contact Harry Pence to determine if a person had been identified.

** Next Meetings

The following is the schedule of upcoming Executive Council meetings.

- Tuesday 11/02 from 2:30 to 3:30 AT&T Conference Call

- Tuesday 12/07 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 01/04 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 02/01 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 03/07 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 04/04 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 05/02 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 06/06 from 2:30 to 3:30 AT&T Conference Call
- Tuesday 07/11 from 2:30 to 3:30 AT&T Conference Call

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

** Preliminary Agenda for 09/07 Conference Call Meeting

1. Approval of the minutes of the 10/05/99 meeting
2. Fall Business Meeting (Ginger Bailey)
3. Communications Workgroup (Tom Neiss)
4. Organizational Relationships (Ginger Bailey)
5. COA Project Initiatives
 - a. Refining Job Titles and Job Descriptions (Rich Reeder)
6. COA Strategic Workgroup (Ginger Bailey)
7. SUNY Library Initiatives (Ruedi Lienhard, Natalie Sturr)
8. Campus Network Assessment (Rick Coloccia)
9. Update on UTC (Scott May)
10. Formality of Current Committees (Ginger Bailey)
11. Educational Technology Centers (Ginger Bailey)
12. EDI Project (Ginger Bailey)
13. E-Commerce Project (Ginger Bailey)
14. New Business