



## COA Executive Council Meeting Minutes

Date: 07/11/2000

Location: AT&T Conference Call

### In Attendance:

- Mike Pisa
- Fran Garrido
- Ginger Bailey
- Bob Lunden
- Natalie Sturr
- John Bradley
- Doug Brown
- Ruedi Lienhard
- Brett Thompson

### Not In Attendance:

- Tom Neiss
- Dan Sidebottom
- Rick Coloccia
- Peter Asp
- Ivan Durbak
- Rich Reeder
- Scott May
- Tom Killian

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

The minutes from the 06/04/00 Executive Council meeting were approved and distributed on the Executive Council list.

### \*\* Agenda Item #2 - Library Initiatives

Mike reported the contract was signed by SUNY, waiting signature of State Comptroller, Ex-Libris will work for 90 days without a contract. Eleanor

Heishman, Binghamton is Chair of the SUNYConnect Advisory Council, Pam Peters from Delhi is Vice Chair. SUN is the hardware of choice for host sites. Concerns with Stand Alone sites – definition, sharing. U. at Buffalo & Oswego on track for hosting pilots, Binghamton and Albany plans delayed. Memorandum of Understanding still needs to be signed by the pilot campuses (Oswego, Thompson CC., Cortland, U.B., Fredonia, Stony Brook). Next meeting of the SUNYConnect team is on 8/23/00.

\*\* Agenda Item #3 - SUNY Board of Trustees Telecom Resolution

Rich & Tom were not in attendance - discussion postponed.

\*\* Agenda Item #4 - Spring 2000 STC Post Mortem

Letter of appreciation to Chancellor was sent. Meeting was successful. Few evaluations received. Arrangements for the Spring 2001 conference are 90% completed, but contract not signed yet. Some costs are higher at new location, but rooms are about the same.

\*\* Agenda Item #5 & #6 - Fall 2000 Business Meeting and Implications of joint meeting with Wizard, SICAS

John Bradley will request feedback from COA, by posting a note to COA-L, requesting comments by mid-August. A meeting with Training and Sicas Centers will be scheduled.

\*\* Agenda Item #7 - Bylaws revision

Nothing to report.

\*\* Agenda Item #8 - Treasurer's Report

Ruedi reported there are outstanding items, about \$35,000 in expenses and income from members and vendors, the report received by email will be updated when these items are settled. COA will continue to offset the cost of the COA Fall Conference, and will speak to ITEC, SICAS about costs. Might be able to offer training scholarships.

\*\* Agenda Item #9 - Executive Board tasks

Need a council member to take on a new task: coordination of training scholarship program, if enough money in treasury.

\*\* Agenda Item #10 - Review of current COA Web site for validity and meaningfulness

Executive council members asked to review the COA Web site to see if new items need to be added, others changed – the Hardware/Software inventory is outdated and needs to be redone, the Directory of Members needs updating, the Communications Policy needs to be added. All comments should be sent to the COAEXEC list. List ownership will be updated - Mike Pisa & Fran Garrido will own the COA-L, Rick Coloccia & Fran Garrido will own the COAEXEC-L.

**\*\* Agenda Item #11 Letters to campus Presidents - elected council members**

Rick reported by email the letters will go out this month.

**\*\* Agenda Item #12 Letters to campus Presidents - campus designated representatives**

Rick reported by email the letters will go out this month.

**\*\* Agenda Item #13 - Spring 2001 STC facilitators**

Dan Sidebottom will be helped by the three chairs with some guidance from Ruedi, Justin, and Tom. The soliciting of topics and information for the Spring 2001 Conference is the basic task, also to get coordinators for the sessions, and to work with the Planning Committee. This needs some work before and during the Fall Business Meeting.

**\*\* Agenda Item #14 - New Business**

New chair of EdTOA is Mike Neuner from Onondaga CC. Brett Thompson was welcomed to the Council. Debated whether to send a copy of the COA/TOA/EdToa IT position letter and its reply to Dick Miller, who has started to work on Strategic Planning. Council requested that our chair Rick Coloccia get together with the two other chairs to draft a cover letter to the memo. Two possible COA projects were discussed: EDI may have new relevance in connection with the new General Education requirements; the implementation of SSN legislation recently passed, as interpreted by SUNY Legal. Council requested that Tom Neiss arrange additional teleconferences through December - first Tuesday of each month, 2:30-3:30pm.

**\*\* Next Meetings**

The following is the schedule of upcoming Executive Council meetings.

- Tuesday 08/01 from 2:30 to 3:30 AT&T Conference Call

To Access:  
Telephone 888-476-3757  
Participant Code - 262157  
Host Code - 497387 (Tom Neiss Only)

\*\* Preliminary Agenda for 08/01 Meeting

1. Approval of the minutes of the 07/11/2000 meeting
2. Library Initiatives (Natalie Sturr, Mike Pisa)
3. SUNY Board of Trustees Telecom Resolution (Rich Reeder, Tom Neiss)
4. Fall 2000 Business Meeting (Peter Asp, John Bradley)
5. Joint meeting with Wizard, Training Center (Rick Coloccia)
6. Bylaws Revision (Rick Coloccia, Ginger Bailey)
7. Treasurer's Report (Ruedi Lienhard)
8. Executive Board tasks (Mike Pisa)
9. Review of current COA Web site (Natalie Sturr, Ginger Bailey, Tom Neiss)
10. Letters to campus Presidents - elected council members (Rick Coloccia)
11. Letters to campus Presidents - campus designated representatives (Rick Coloccia)
12. Spring 2001 STC facilitators (Dan Sidebottom)
13. Memo to Dick Miller (Rick Coloccia)
14. New teleconference schedule (Tom Neiss)
15. New Business