

COA Executive Council Meeting Minutes

Date: 04/02/02

Location: Conference Call

In attendance:

Rick Coloccia

Mark Reed

John Bradley

Ivan Durbak

Natalie Sturr

Bob Lunden

Deb Putnam

Dan Sidebottom

David Loring

Gary Ris

Tom Killian

Frances Garrido

Excused:

Rich Reeder

Ed Beadel

Brett Thompson

Tom Neiss

Ruedi Lienhard

**** Agenda Item #1 – Minutes**

The minutes from the 02/05/02 and 03/05/02 Executive Council meetings were approved by email prior to this meeting.

**** Agenda Item #2 – Library Initiative**

Stony Brook went live on March 28th, their online catalog looks very attractive, Buffalo 's implementation is on hold, the other campuses in this tier will go live in the summer. A large machine will move from Buffalo to ITEC shortly, and a smaller machine at UB will be relocated. Team is working with ExLibris on the Union Catalog and is revising the timetable to be more realistic, campuses will be moved around according to their needs. Schedule will be made public soon. Natalie thanked Mike Pisa, the COA liaison on SUNY Connect, for posting valuable information.

**** Agenda Item #3 – Treasurer's Report**

No report.

**** Agenda Item #4 – Spring STC**

Dan announced new sessions were added, bringing the total to 24 COA sessions for the STC Conference. The www.stc.suny.edu site has the revised schedule. Registration is now open. The conference planning committee met in Syracuse to finalize details. The activities on Tuesday are set and include a Hike, a Golf Tournament, and a Tour. A promotional message will be sent to the COA list at the same time the brochures are distributed.

**** Agenda Item #5 – Networking Initiatives**

No report.

**** Agenda Item #6 – FACT update**

No report.

**** Agenda Item #7 – SUNY Council of CIO's**

No report.

**** Agenda Item #9 – Web Accessibility Compliance**

Deadline of 4/1 has been reached. Campuses are expected to be diligent, make sure all public pages are compliant. A survey from Central is forthcoming.

**** Agenda Item #9 – HIPAA Update**

Ivan reported SUNY Central is taking a leading role and will be in the forefront of compliance. The HSC's have much to do, and the health centers (Infirmaries) need to be as compliant as hospitals. The 3/18 letter from Dick Miller to Presidents included a survey to be returned by 3/28, and will be followed by monthly updates. A compliance letter needs to be filed by October, covered entities may seek an extension for transaction sets until 10/2003, but SUNY would like to comply by this year. A model letter was published last week. The Bush administration has relaxed some of the privacy requirements, such as on patient consent, and clarifications will be issued as to how rigorous the enforcement will be. It is expected enforcement will center on malicious use of data, as long as reasonable efforts to comply are made. New York's Medicaid program might not be ready. Privacy compliance is due by April 2003, but some common sense items can be implemented now, such as not using health information for marketing purposes, not discussing of patient health issues in public, safekeeping documents, and implementing a campus education program on privacy issues. SUNY will determine which areas are "covered entities". Contracts with business associates for processing data must be reviewed. Most campuses rely on vendors for electronic billing transactions. Student counseling falls under HIPAA rules. Security guidelines for electronic transmissions (encryption, firewalls) have not been finalized.

**** Agenda Item #10 – New Business**

- 1- Dave Swits has been appointed Vice Chancellor for Technology.
- 2- The annual Information Security conference will be held April 10 and 11 in Albany, with one session on HIPAA and several excellent speakers, including an advisor to the National Security Council. The conference is sponsored by New York State Office for Technology.
- 3- COA Elections. A call for nominations will be sent, and a slate will be prepared. Voting will be conducted electronically, and results will be announced at the STC.

Next Scheduled meetings:

Tuesday, May 7, 2002 , 9am , via teleconference

Monday, June 17, 2002 , 7am , at the SUNY Technology Conference

Please note telephone number to call: 1-888-285-4585

Access code – Tom Neiss 165568

Access code – all others 273898

Tentative Agenda for the May 7th Meeting via conference call:

- ** Agenda Item #1 – Minutes of April 2, 2002
- ** Agenda Item #2 – Library Initiatives (Natalie)
- ** Agenda Item #3 – Treasurer’s Report (Ruedi)
- ** Agenda Item #4 – Spring STC (Dan)
- ** Agenda Item #5 – Networking Initiatives (Tom N.)
- ** Agenda Item #6 – FACT update (Ed)
- ** Agenda Item #7 – SUNY Council of CIO’s (Rich)

** Agenda Item #8 – Web Accessibility Compliance (Tom N.)

** Agenda Item #9 – HIPAA Update (Ivan)

** Agenda Item #10 – New Business