

COA Executive Council Meeting Minutes
Date: 05/07/02 Location: Conference Call

In attendance:

Rick Coloccia
John Bradley
Ivan Durbak
Deb Putnam
Dan Sidebottom
Gary Ris
Tom Killian
Frances Garrido
Rich Reeder

Excused:

Mark Reed
Natalie Sturr
Bob Lunden
David Loring
Ed Beadel
Brett Thompson
Tom Neiss
Ruedi Lienhard

** Agenda Item #1 – Minutes

The minutes from the 04/02/02 Executive Council meetings were approved.

** Agenda Item #2 – Library Initiative

Tom Killian reported the server has been moved from UB to ITEC, and ITEC is still waiting for the test environment machine.

** Agenda Item #3 – Treasurer's Report

Ruedi would like assistance auditing the COA books. COA Exec Council nominee Bill Nichols will be asked to fulfill this role.

** Agenda Item #4 – Spring STC

The conference is all set, the web site at www.stc.suny.edu is up to date, presenters are asked to verify their session information. Any computing equipment at the conference will require wireless nic cards, a few loaner cards will be available. The hike tour guide is an experienced European Alps hiker. Subcommittee chairs and presenters need to submit AV needs to Justin Sipher. Session facilitators will be assigned at the June 4 meeting.

** Agenda Item #5 – Networking Initiatives

Geneseo is going I2 using Qwest and NYSERNet, cost is surprisingly affordable: 12 Meg of commodity cost \$76,000; for \$108,000 the campus gets 15 meg of commodity plus 15 meg of I2. Campuses need to provide I2 of a glimpse of what they plan to do with the I2 bandwidth when applying.

** Agenda Item #6 – FACT update

Early registration for CIT is now closed.

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

The CIO council met with the SUP Advisory Council, and reviewed the strategic plan, clarified the role

of Dave Swits, Vice Chancellor for Technology (he will act as CIO for SUNY Plaza, and will review campus technology plans). The SUNY CIO position will not be filled. Next meeting of the CIO's and the SUP Advisor Council will be on 5/13, and Jim Dillon, the State CIO, will attend. The CIO group hopes to become a resource to the campuses regarding policies and procedures, providing templates based on best practices.

**** Agenda Item #8 – Web Accessibility Compliance**

Most campuses are not compliant, to go down to the lower level pages would take a person year.

**** Agenda Item #9 – HIPAA Update**

Ivan reported SUNY is hiring a Privacy Officer, and each campus is expected to appoint a local Privacy Officer, not sure yet if he will oversee HIPAA requirements.

**** Agenda Item #10 – New Business**

1- The annual Information Security conference was held April 10 and 11 in Albany, and was very productive, although lightly attended. It was sponsored by the New York State Office for Technology.

2- COA Elections. The Ballot was sent. There are more candidates than positions open in the University Centers and Community Colleges categories, it's important that these campuses vote. Some votes have been received, deadline is May 31st. Results will be announced at the STC.

3- A pre-audit survey on The Use, Safeguards and Operability of student computers and the use of the Tech Fee was sent to campuses from the State Comptrollers office. Selected (10 - 15) 2-day site visits will be made, Alfred and Geneseo were already visited.

4- Dick Miller sent a memo to Presidents regarding Web Privacy, and SUNY's policy on information that can be collected on campus web pages.

5- The teleconference schedule was reviewed and approved.

6- Old computer disposal. Most campuses reassign to other offices, some are having 'garage sales'. Can't give away unless they are unusable. Salva machines can't have licensed software, campuses typically reformat the drives and reinstall Windows 95. Some give them to foreign countries (subject to export certifications), to charities, to prisons for use in vocational training, or pay in the range of \$18 to be taken away. Services like www.micrerecycle.org give these machines to education.

Next Scheduled meetings:

Tuesday, June 4, 2002 9 am - Via teleconference

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

Tuesday, July 2, 2002 9 am - Via teleconference

Tuesday, August 6, 2002 9 am - Via teleconference

Tuesday, September 3, 2002 9 am - Via teleconference

Tuesday, October 1, 2002 - Via teleconference

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

Access code – Tom Neiss 165568

Access code – all others 273898

Tentative Agenda for the June 4th Meeting via conference call:

**** Agenda Item #1 – Minutes of May 7, 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