

COA Executive Council Meeting Minutes

Date: 08/06/02

Location: Conference Call

In attendance:

Dan Sidebottom

Frances Garrido

Rich Reeder

Natalie Sturr

Bob Lunden

Tom Neiss

Deb Putnam

Monica Papagni

Bill Nichols

Bill Kramp

Excused:

Mark Reed

Ruedi Lienhard

David Loring

Tom Killian

John Bradley

Rick Coloccia

Todd Foreman

**** Agenda Item #1 – Minutes**

The 7/2/02 Executive Council meeting was cancelled.

**** Agenda Item #2 – COA Officers, Bylaws**

The officers for the 2002/003 year are: Daniel Sidebottom, Cortland, Chairperson; Deborah Putnam, Alfred, Assistant Chairperson; Frances Garrido, Farmingdale, Secretary; Ruedi Lienhard, Upstate Medical Center, Treasurer. The other members of the council are: Mark Reed, Binghamton ; Rich Reeder, Stony Brook, CIO liaison; John Bradley, Plattsburgh; Bill Nichols, Downstate Medical; Tom Killian, SUC Buffalo; Todd Foreman, Oneonta; David Loring, Cobleskill; Monica Papagni, Jefferson; Bill Kramp, Finger Lakes; Bob Lunden, System Administration; Tom Neiss, System Administration and FACT liaison; Natalie Sturr, Oswego, Library liaison; Mike Pisa, Oswego, SUNY Connect Advisory Council liaison. The COA web site will be updated to reflect council membership.

The COA bylaws were tentatively revised to align membership categories with new SUNY structure, combining univ. centers with health science centers, and colleges of technology with specialized colleges, giving 13 univ colleges 4 members, 13 univ centers 3 members, 8 tech colleges 3 members, and 30 community colleges just 2 members. A subcommittee will be formed to review and propose changes to the membership composition.

**** Agenda Item #3 – Library Initiative**

Natalie reported all 7 libraries in Group 2 are now live, with 9 libraries supported at the Oswego cluster. OLIS, ITEC and Oswego have built a strong relationship. The 11 libraries in Group 3 will be supported at ITEC, letters were sent to their Library Directors. Because of the steep training curve, it's estimated that 6 to 7 months are needed to complete the migration. OLIS patch 4 will be installed at Oswego in the fall for Group 2 libraries, group 3 will come up with this patch already installed.

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

No report.

**** Agenda Item #4 – Spring STC**

The Spring STC was a success, sessions had very good reviews. The Planning Committee is meeting on September 19 to look at the evaluations, make improvements, and select a theme. The conference for

2003 has been scheduled for June 15-18 at the same site, and the 2004 conference will be held June 13-16.

**** Agenda Item #5 – FACT update**

Tom Neiss reported next year's CIT will be held at SUNY Potsdam, it's theme is 'Collaboration for Success' with tracks on Internet2 and Advanced Collaborative Technologies; Instructional Partnerships: Campus, Community, and Industry;

Integrated Approaches in Information Literacy; Cooperative Support Models for Software in Discipline; Creating Learning Systems: a Collaborative Approach Policy.

The FACT Retreat was held July 1-2 in Saratoga. Joe Smith, SUNY Upstate Medical University, will be a sector representative for Doctoral Degree Granting Institutions on the Council, and will also be a liaison to the EdTOA organization in SUNY. Ed Beadel, SUNY Oswego, resigned from the Council for personal reasons. Tom Neiss will be liaison to the Executive Committee of COA, a position held by E. Beadel. Sue Chichester, SUNY Geneseo, has agreed to be liaison to the CCIO.

An award was given to Maureen Lanahan, recognizing her long service (1989-present) as FACT Corresponding Secretary. A plaque was also presented to Leslie Mayville, Director of the SUNY Training Center, in appreciation for her role as CIT Committee Chair from 1998-2002. FACT received the Friend of SUNYLA.

SCAP Subcommittee has issued new guidelines available at: <http://www.oswego.edu/scap/> Reports are due 9-1-02. Judy Basinski, SUC Buffalo, is the new chair. FACT and ALIS are pursuing an increase in SCAP funding and including Community Colleges. Next meeting is 9-20-02.

Academic Software Initiative – FACT formed ASI Subcommittee to guide the Provost in acquisition of software for teaching and learning.

CourseSpace – Announced at STC and CIT will be open for membership January 03. Go to www.coursespace.suny.edu for more information.

**** Agenda Item #6 – SUNY Council of CIO's**

No report.

**** Agenda Item #7 – HIPAA Update**

SUNY has hired a Privacy Officer, Steve Smith, with Health industry experience. Health records at infirmaries need the same privacy level as those at hospitals. Some schools have been visited. A gap fit analysis is being conducted. COA will offer help with this project.

**** Agenda Item #8 – New Business**

1- Dan stated that COA's goal is to improve computing and technology in SUNY. We communicate with our constituents to disseminate information, and we need to perhaps reexamine how to best accomplish this goal, given IT's changing environment. Should the three basic areas within COA (Academic, Administrative, Networking) be reconsidered? Do these 3 subgroups still fit the structure of IT departments across SUNY? Should Help Desk/Support Services become a new area? Should COA, EdTOA, and TOA be consolidated into one organization? Discussion yielded a new initiative, holding regional conferences, possibly in conjunction with other Training Center offerings. Deb Putnam will chair a subcommittee to look at this issue, with the assistance of Bill Kramp, Monica Papagni, Chris Poole (Cortland), and will contact Leslie Mayville (TC). The subcommittee will meet to brainstorm and propose ideas to the exec council. Several previous initiatives were discussed, including the COA White Paper. This item will remain on the agenda for further discussion.

2- Memo from Greg Benson, NYS Forum, inviting COA to a meeting on 8/16 to determine common concerns and potential state wide collaborative work, was discussed. The council was in agreement that common topics should be discussed, and Dan will attend the meeting.

Next Scheduled meetings:

Tuesday, September 3, 2002 9 am - Via teleconference

Tuesday, October 1, 2002 9 am – 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 September 3rd Meeting, via Teleconference:

- ** Agenda Item #1 – Minutes of the August 6, 2002 meeting
- ** Agenda Item #2 – Library Initiatives (Natalie)
- ** Agenda Item #3 – Treasurer’s Report (Ruedi)
- ** Agenda Item #4 – STC 2003 (John)
- ** Agenda Item #5 – FACT update (Tom N.)
- ** Agenda Item #6 – SUNY Council of CIO’s (Rich)
- ** Agenda Item #7 – HIPAA Update (Bill N.)
- ** Agenda Item #8 – Regional Conference Initiative (Deb)
- ** Agenda Item #9 – COA Executive council membership composition (Dan)
- ** Agenda Item #9 – COA structure (Dan)
- ** Agenda Item #10 - NYS Forum initiative (Dan)
- ** Agenda Item #11 – New Business