

COA Executive Council Meeting Minutes

Date: 09/03/02

Location: Conference Call

In attendance:

Dan Sidebottom

Frances Garrido

Rich Reeder

Bob Lunden

Deb Putnam

Monica Papagni

Bill Kramp

Mark Reed

Tom Killian

John Bradley

Todd Foreman

Carol Bell

Excused:

Ruedi Lienhard

David Loring

Natalie Sturr

Tom Neiss

Bill Nichols

**** Agenda Item #1 – Minutes**

The 08/06/02 Executive Council meeting minutes were approved.

**** Agenda Item #2 – COA Bylaws**

The COA bylaws final revision aligns institutional categories and Executive Council members with new SUNY structure as follows: Doctoral Degree Granting Institutions – 13 colleges, 3 representatives; University Colleges – 13 institutions – 3 representatives; Technical Colleges – 8 institutions – 2 representatives; Community Colleges – 30 institutions – 4 representatives. The revised bylaws will be sent to the membership and will be voted on at the Fall COA meeting. The new composition of the council will take effect with the 2003 elections.

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

No report.

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

No report. Treasurer will be asked to provide a written report at our next meeting.

**** Agenda Item #4 – Spring STC**

The Planning Committee is meeting on September 19 to study evaluations and session/theme suggestions from the membership. The 2003 Conference will be held June 15-18.

**** Agenda Item #5 – FACT update**

No report.

Item #6 – SUNY Council of CIO's

The CIO group met in Albany with the SUP Advisory Council. Topics discussed were:

1. Admin. Systems' 5 year plan. The group offered to contribute to this project, and requested more details on the plan.
2. Ted Phelps gave an update on SUNYNet, all but two schools have migrated to the new platform.
3. Implementation timetable for SEVIS. Banner and PeopleSoft software will meet the requirements. Campuses need to be compliant by January 30, 2003, but if the term starts before that date, it may be possible to extend the deadline until summer.
4. Chancellor's initiatives in the areas of capital facilities and technology will take a state wide look at space, technology, political and financial issues. Inclusion of all SUNY groups (COA, TOA, EdTOA) will generate synergy. Dave Swits will approach the legislature with a plan for required infrastructure resources, including both one-time and recurring expenses. The digital divide must be conquered and equal internet access must be available

across the state.

**** Agenda Item #7 – HIPAA Update**

SUNY might contract with a consultant to handle HIPAA reporting, with the cost possibly shared by the campuses.

**** Agenda Item #8 – Regional Conference Initiative**

The subcommittee will meet via teleconference funded by COA.

**** Agenda Item #9 – COA Structure**

Todd Foreman and Dan Sidebottom are working on the concept of a joint SUNY IT organization encompassing COA, TOA, EdTOA, the CIO group, and possibly others, modeled after the EDUCAUSE organization, and based on the White Paper that was previously submitted to Central Administration – response is available at <http://www.coa.suny.edu/ppr.gif>. The White Paper will also be posted to the COA web site. Issues that prompted this action include: A combined organization can best serve the goals of disseminating technology information to all constituents; Technology areas at the campuses are converging, thus separation lines are no longer clearly defined; one IT organization would be stronger than separate units, and would be able to offer better services to SUNY; duplication of effort can be substantially reduced; organizations are not in competition with each other, and would work well under the umbrella organization; joining forces would possibly allow payment of dues to generate a revenue stream to fund teleconferences, meetings, and offer the membership more services. A panel discussion will be held at the COA Fall Business meeting. A grid of pro's and con's will be created and sent to the other organizations for discussion. While one voice per campus will be needed on some issues, a broad campus sounding board needs to be consulted as well.

Todd and Dan will contact the other chairpersons, and a conference call will ensue.

**** Agenda Item #10 – New York State Forum Initiative**

Rich Reeder attended the meeting. Grants are needed to fund recurring infrastructure expenses and services. State has fiber in place, but it's not yet fully utilized.

**** Agenda Item #11 – New Business**

1- Authentication of key emails carrying sensitive information, i.e. Employee Benefits. Several web options are being examined. One solution would have ID and Password reside at the campuses so they don't travel with the message. The CIO and SUP groups discussed a SUNY wide directory and authentication system. This may be a combined project for COA and TOA.

2- Tom Neiss will be asked to schedule additional teleconferences.

Next Scheduled meetings:

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 October 1st Meeting, via Teleconference:

**** Agenda Item #1 – Minutes of the September 3, 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 structure (Dan)
- ** Agenda Item #10 – Authentication
- ** Agenda Item #11 – New Business