

COA Executive Counsel Meeting Minutes

Date: July 1, 2003

Location: Conference Call

In attendance: Dan Sidebottom Monica Papagni Rich Reeder Natalie Sturr Bill Nichols Tom Killian Jon Lewitt Mark Reed Deb Putnam Sharon Gallagher Doug Kahn	Excused: Bill Kramp John Petkash Reudi Lienhard Doug Kahn David Loring John Bradley Todd Foreman Carol Bell John Bradley Bill Myers Mike Pisa
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**** Agenda Item #1 – Minutes of the June 3, 2003 and June 15, 2003 meeting**

June 3, 2003 minutes approved.

June 15, 2003 minutes approved.

**** Agenda Item #2 – Library Initiatives (Natalie)**

SUNYConnect Advisory Board elected new officers at their June 2003 meeting:

Randy Gadikian (Fredonia) – Chair

Andy Perry (Binghamton) - Vice Chair

Nancy Van Deusen (Cobleskill) - Secretary.

Library Management System – Aleph 500:

All Group 3 campuses have switched to Ex Libris Support. They went live with Aleph in the Spring. 23 libraries are now live with Aleph.

Group 4 campuses have all had planning meetings and conversion is beginning. Campuses are:

Group4a - Alfred Ceramics, Alfred State, Alfred University, and Corning

Group4b - Buffalo State College, Erie, and Jamestown

Group4c - Finger Lakes, Genesee, Geneseo, and Monroe

OLIS has revised the timeline for migrating all SUNY libraries to Aleph 500. More time has been added to address post-production issues. The updated timeline can be found at:

<http://www.sunyconnect.suny.edu/aleph/lmsmigrate.htm>

Group 4 libraries are being hosted by ITEC. We have learned that conversion puts a strain on machines. Thus, there are now 2 machines are ITEC. 'westaleph' is hosting the Group 3 libraries that are in production. 'westaleph1' is hosting the Group 4 libraries, at least during the conversion phase. ITEC continues to work on boosting performance on the machines.

SUNYConnect databases:

Databases currently subscribed to will continue through 2004

<http://olis.sysadm.suny.edu/sunyconnect2/refres.htm>

Larry Randall, project manager for the databases, has retired. Carey Hatch will serve as the vendor contact. SLiCAT, the SUNY Library Contracts Advisory Team, will continue, although its role may be redefined.

**** Agenda Item #3 – Treasurer’s Report (Ruedi)**

No report.

**** Agenda Item #4 – STC 2003 (Dan)**

Preliminary feedback has been very good. Sessions well received. Everything seemed to fall together pretty nicely. Some said it was the best so far. Planning meeting will have debriefing meeting in September. They’ll look at proceedings for 2004. Will be at Hudson Valley Resort 2004, June 13 through 16. Will be discussing alternate sites following 2004. If anyone has other sites similar to Hudson Valley please send to Dan. Also send any suggestions for the conference.

Vendors like this setting. They feel people are more relaxed, more willing to talk to them and have a captive audience. Were concerns and issues about the hotel itself that will be brought up to the hotel.

Dan thanked everyone who participated and presented sessions.

Deb stated the conference was excellent and everything went well.

This agenda item will be changed to STC 2004. Requests have already come from vendors for sponsorship for 2004 so they do not get locked out

**** Agenda Item #5 – SUNY Council of CIO’s (Justin)**

****Authentication**

No report.

Rich shared that he had been in contact with Dick Miller before he left to find out who would be the liaison and he did not get an answer. So right now the CIOs have no contact at SUNY Admin. If don’t hear anything soon, they will compose a letter to King requesting someone to work with the council to move some of the initiatives forward.

The CIOs sponsored the Directory Services presentation at STC and it was well attended. CIOs would like to sponsor something again. Would like to schedule it so it does not conflict with other sessions. Can the business meetings be scheduled at the same time so people who have to attend several do not miss the sessions?

Authentication—Session at STC. Centers had meeting with Dave. There are still differences in philosophy how things are going to be done. Need to assess what campuses are doing with LDAP and where they are. Thinks there’s a misconception in SUNY that no one is using it and they need to provide big LDAP for everyone. StonyBrook, Buffalo and Albany are not in favor of that. This is still up in the air. Remains to be seen whether funding will continue or not.

Recommendation that COA send out a survey asking campuses if they are using LDAP and if so what. If not, do you have plans to use it in the next: 0, 3, 6 months. Dan will put something together.

**** Agenda Item #6 – Regional Conference Initiative (Deb)**

At STC meeting, decided the fall session for RCIs will be User Support.

Deb requested that COA supply \$100 to each school sponsoring a session to be used as the school wished to support the session. This could include lunch, providing prizes for attendees, providing travel expenses, means

to entice people to come, etc. Maximum number would be up to 4 in Fall and up to 4 in Spring and would be \$800 a year provided by COA. Dan will contact Ruedi to find out how this can be set up.

Trouble with Downstate? StonyBrook has a Manhattan campus now and could potentially hold something there. Will check. If host one in the fall, can choose to have it at your convenience. Just need a facilitator.

Suffolk volunteered to do the Spring session.

Deb has other volunteers from STC and will get together list.

Academic COA meeting wanted to know if can have one on Students with Disabilities.

**** Agenda Item #8 – Systems/ALIS/Fact Update (Sharon G.)**

Learning environments has hired David Porush from Delmar Learning. He was working with eLearning and was with RPI before that. They've changed the position title, from Asst. Provost to Executive Director. SUNY Training Center and SUNY Fact will report to this position.

FACT committee is having a two day retreat to set up goals this week.

SUNY Training Center search is closing up. The recommended candidate will be meeting with Provost Salins this week. Letter of intent gone out for new location for training center. Site is right off Carrier Circle. Lots of parking.

Dick Miller left. New person hired from division of budget, who used to work with Dave Richter (CFO), is Dan Shephard. Dave DeMarco has been relinquishing budget activities and moving to concentrate on technology.

SUNY Board of Trustees approved financial plan yesterday. SCAP and the Academic Replacement Equipment program have been cut 20%. Discussion ensued about the legality of cutting SCAP.

This is not the last round of hits. There will probably be a mid-year spending reduction coming from the Governor which will mean SUNY will have to come up with additional money. Last year the mid-year spending reduction was 9.3 million. All of University wide programs were cut about 4% except three programs were not cut. Sharon will send out the budget resolution. The tuition increase was \$950 which still leaves \$36 million hole.

Sharon is transitioning to new position and has been filling in since Tom left on his leave. COA needs to figure out who is the best person to replace Sharon on this council. Do we want a FACT or FACT/ALIS liason (David Porush). Sharon needs to know so she can recruit.

Bob Lunden has retired and Dave Powalyck is planning to pick this up. With Dave, we'd get SUNY then would need a FACT representative (get chair of FACT—Steve Macintosh from Schenectady CC). COA Exec will work on who replacement should be.

Maureen Lanahan is transitioning with Sharon's staff, so will not longer be with ALIS but will continue supporting COA until work out who handles responsibilities.

**** Agenda Item #9 – Old Business**

No old business.

**** Agenda Item #10 – New Business**

Are the subcommittees still valid? Subcommittees ended up really serving no purpose except possibly bringing up subjects as to what to bring up in a conference. Could always spin off sub-committees when needed. Dan will pull up that section of the by-laws and try to make a revision. Send Dan suggestions of how the structure should look.

Tentative Agenda for the Tuesday, August 5, 2003 at STC:

- ** Agenda Item #1 – Minutes of the July 1, 2003 meetings
- ** Agenda Item #2 – Library Initiatives (Natalie)
- ** Agenda Item #4 – STC 2004 (Dan)
- ** Agenda Item #5 – SUNY Council of CIO's (Justin)
 - ** Authentication
- ** Agenda Item #6 – Regional Conference Initiative (Deb)
- ** Agenda Item #7 – Systems/ALIS/FACT Update (Sharon G.)
- ** Agenda Item #8 – Old Business
- ** Agenda Item #9 – New Business

Next Scheduled meetings, all via Teleconference:

1. **Tuesday, August 5, 2003, from 9 - 10 am**
2. **Tuesday, September 2, 2003, from 9 - 10 am**
3. **Tuesday, October 7, 2003, from 9 - 10 am**
4. **Tuesday, November 4, 2003, from 9 - 10 am**
5. **Tuesday, December 2, from 9 - 10 am**

The number and codes to these conference calls will be the same for each call.

To connect to the conference calls:

The Toll-Free Dial-in number is: 1-888-285-4585

The Host Access Code (for Sharon Gallagher only): 165568

The Participant Access Code (for 16 others) is 273898