

## COA Executive Counsel Meeting Minutes

**Date:** December 2, 2003

**Location:** Conference Call

<b>In attendance:</b> Dan Sidebottom Monica Papagni Tom Killian Judi Businski Carey Hatch Natalie Sturr Justin Sipher Bill Kramp Mark Reed Dave Powalyk Deb Putnam Todd Foreman	<b>Excused:</b> John Petkash David Loring John Bradley Carol Bell John Bradley Bill Myers Mike Pisa Rich Reeder Bill Nichols Jon Lewitt Doug Kahn Reudi Lienhard Doug Kahn
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**by-law changes—38 yes, 0 no, 0 abstain**

### **\*\* Agenda Item #1 – Minutes of the October 7, 2003 meeting**

October 7, 2003 approved.

November 4, 2003 meeting cancelled.

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

Moving along nicely. A lot has happened in the last two months—7 of the last group are up and running. 4 more to go (will happen this month). All libraries in multi-campus in process of upgrade to patch 4 to patch 7. Group 7 is the next group to go with multi-campus. There is a technical issue: for Aleph client libraries replacing PCs coming with Windows XP need full file access to Aleph directories for all users. Stonybrook found that the client machine with Windows XP needs full file access privileges for the Aleph and temp directories for functionality. Windows 2000 can be PowerUser, not Administrator to work, and this issue was not applicable for older versions of Windows.

### **\*\* Agenda Item #3 – STC 2004 (Dan)**

Not met recently. The call for proposals should be coming out soon (maybe January). List of all vendor contacts will be distributed in December. The ask that all people review to make sure contact information is correct and to add vendors.

### **\*\* Agenda Item #4 – SUNY Council of CIO's (Justin)**

#### **\*\*Authentication**

Exec Committee and Full Council met at Wizard. Exec committee also had its conference call and are working on several initiatives. There is not a lot to report since. The most interesting thing is the meeting that occurred with COA general membership at Wizard for discussion about relationship between COA and CIO and collaboration for interoperability.

The question was: What is COA's role. Collaboration, sharing info back and so forth. COA is always doing these and more (for example, regional forums, STC). Pretty much everyone agreed that COA should be the feeder group to the CIO group for projects and anything the CIO group would like COA work on. We need to

get volunteers and get back to the CIO group. There are possibilities there and we have been doing this anyway. As projects come up, we will be able to do more.

UB shared what they have been working on for their Cyber Security document. This is something on the radar of Dave Demarco at System Admin, even though the campuses of SUNY are exempted from NYS Cyber Security Requirements, it was only done so with understanding that SUNY would take some kind of pro-active leadership role in developing what Cyber Security standards should be for SUNY. UB took it and trimmed it down and modified it to look academic. Some is impossible given an academic mission. Where this gets taken, whether the work of UB or another school's and try to come up with SUNY document will certainly involve CIO, COA, etc. UB is saying what they are proposing, they do not have the resources, but still feel it's the right thing to do and will be putting it forward to their administration. Should there be something something developed university wide? Would be helpful for UB to share that document?

What would be helpful is some kind of document that could be shared by campus IT departments with Admin about why this is important. and maybe we do not end up with single document, but a benchmark, best practice idea.

**\*\* Agenda Item #5 – Regional Conference Initiative (Deb)**

Sent survey results to the COA list. Going forward as planned. Results look good and getting good feedback. Almost runs itself. Deb just sends a letter out, gets volunteers and they run with it.

**\*\* Agenda Item #6 – Systems/ALIS/Fact Update (Dave/Judi/Carey)**

Judy - FACT/SCAP—most of FACT activities centered around the CIT conference. The call for proposals is out now. FACT is encouraging COA members to participate. They are still looking for a Plenary speaker so send ideas to Steve Macintosh or Judy. They are trying to get more vendor support.

Academic Software sub-committee is still working.

SCAP . Anyone at Wizard heard that SCAP funds are being released at 80% of last year's amount. There is nothing official that money is being released from SUNY. There is still an effort to try and release impact reports to develop statements of how further decrease or complete loss of funds would effect campuses.

Question: Was the CIO group going to doing anything to get clarification that SCAP was something that would be set aside from tuition? Justin stated that it was investigated and there was no documentation that said it would be set aside, there was more a principal agreement that does not prevent SUNY from doing what they want with it. Up until the last couple years, it has been treated as if it were untouchable. Hopefully, any plans for changes to SCAP be done informed –with consultation with FACT, CIO.

Some administrators feel they would rather have money that is more flexible for spending rather than something that is earmarked.

Judy will get the document to Dan and he will get out to list.

Given economic environment, Steve Macintosh wanted to mention that FACT is committed to cooperating with other SUNY professional organizations to try to work together and maybe have a bigger impact on direction.

CIT. Visits were made to Alfred, Fredonia and Plattsburgh and it looks like 2005 will be Alfred or Plattsburgh, but it has not been decided.

Dave –

Systems. Aggressively talking with State comptroller regarding interface between SUNY admin and comptroller's office. Partnering with consulting firm to try to stress the importance for OSC to create a more robust interface between state agencies and the processes they are running.

Carey

OLIS. Dave and he gave good summary at Wizard and Natalie covered the library. They will be looking for programming staff so if anyone knows of any, please let him know.

**\*\* Agenda Item #7 – Old Business - Proposed By-Law changes.**

The results of the vote were: 38 yes, 0 no and 0 abstention. The By-Law changes were approved.

COA website is very out of date. Dan is trying to take a look at updating at.

Question from Dave. They are trying to get in touch with all community college reps to talk to them about accessing secured services and how they'd like to authenticate their users with SUNY. Is there an up-to-date list of contacts?

Does CIO council have rep from every CC? Unfortunately, no. A project this winter is to contact a handful of schools which never named representative. Would rather start with CIO ID'd on each campus.

Question for COA: What are representatives and is there a designation of what they should be or should just say provide us with 3 reps? Concern that some new people coming in may not know what COA is. Advocacy campaign—is something COA could work on council on. Dan will try to get out to COA list to clarify.

**\*\* Agenda Item #8 – New Business**

Elections. Need volunteers for an election committee.

Doctoral colleges: Mark Reed's position is up, but he can run again.

University colleges: John Bradley's position. University colleges were knocked down from 4-3, so his position was eliminated. Dan Sidebottom's position is up and cannot re-run.

Tech colleges: Deb Putnam's term is up but can she rerun.

Elections to be held because terms are up June 2004.

Anyone interested to volunteer to run elections, please let Dan know. Need to elect new chair, assistant chair, secretary and Reudi will always be treasurer.

Dan's been asked if COA be willing to come up with 1/3 of what Wizard cost. Would run about \$5200 is this OK with the group? Usually ITEC and the Training Center have picked up the tab but so many people attended, that the cost was quite high. The money is in treasury annually and historically, COA paid for a fall meeting and but combined it with Wizard. Both ITEC and COA should help establish some kind of budget if they want to continue fall business meetings at Wizard. Ron wasn't happy with how expensive Wizard turned out to be. It was approved to help defray costs for the Wizard. If COA continues to pay a portion of this in future, COA should help establish some cost guidelines so it can be budgeted.

Carey. Bob Hemmings last day is tomorrow (December 3). How would people feel if COA honored Bob at STC in June? He's been member of SUNY for many years and has done a lot for SUNY and supported SUNY. It was agreed to provide him with plaque.

**Tentative Agenda for the January 6, 2004 at STC:**

**\*\* Agenda Item #1 – Minutes of the December 2, 2003 meetings**

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

- \*\* Agenda Item #3 – STC 2004 (Dan)
- \*\* Agenda Item #4 – SUNY Council of CIO's (Justin)
  - \*\* Authentication
- \*\* Agenda Item #5 – Regional Conference Initiative (Deb)
- \*\* Agenda Item #6 – Systems/ALIS/FACT Update (Dave/Judy/Carey)
- \*\* Agenda Item #7 – Old Business
- \*\* Agenda Item #8 – New Business

**Next Scheduled meeting, via Teleconference:**

1. **Tuesday, January 6, 2004 from 11:00 am to noon.**
- 2.

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

**It is set for Tuesday, January 6th, 2004 from 11 am - 12 noon. \**