

COA Executive Counsel Meeting Minutes

Date: March 2, 2004

Location: Conference Call

In attendance: Dan Sidebottom Monica Papagni Justin Sipher Bill Kramp Deb Putnam Doug Kahn Carey Hatch	Excused: John Petkash David Loring John Bradley Carol Bell John Bradley Bill Myers Mike Pisa Rich Reeder Bill Nichols Jon Lewitt Reudi Lienhard Mark Reed Dave Powalyk Todd Foreman Tom Killian Judi Businski Natalie Sturr
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**** Agenda Item #1 – Minutes of the February 10, 2004 meeting**

February 10, 2004 to be sent to members for review.

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

The SUNYConnect Library Management System (Aleph 500) project continues to forge ahead. All Group 4 libraries went live with Aleph by the end of December. As of March 1, all campuses were upgraded to Patch 7 from Patch 4 of the software. Group 7, the next group of libraries to be hosted on a multi-campus server, have begun their conversion process. Group 7 libraries will go live with Aleph in June and July. Univ of Albany continues with conversion and plans to go live this summer.

To enhance security, unix access to Aleph is now restricted to ssh2; telnet has not been available for some time, and ssh1 was recently turned off. For users without an ssh client, SUNYConnect recommends PuTTY. We are currently investigating turning off FTP and offering only secure FTP. Part of the project is evaluating SFTP gui clients for librarians to use.

URL's:

Putty - <http://www.chiark.greenend.org.uk/~sgtatham/putty/download.html>

SUNYConnect Library Management System -

<http://www.sunyconnect.suny.edu/lms.htm>

Carey added been having difficulty with servers at ITEC and issues with Fiber switch so things have been rocky over the last few days. Installation of the production version of the catalog is taking place. Software in place and looking at loading data in April.

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

Call for presentations has gone out. Doug Kahn is putting together information for scheduling. They have a contact from Microsoft. It looks like they have enough, now, to fill out the program. Thank you to COA Exec for assisting. Topics have a good mix of technical and overview. Doug will be sending out the overviews of topics.

The sponsorships are looking good, too. They will have 50 vendors, as last year. Good Medal sponsors. They have filled the Platinum sponsors. Activities will be put up on the website soon (golf, hike, and FDR home tour). They are looking at alternate sites for next year because the contract with Hudson Valley Resort is up. They have made a couple visits including Lake Placid Resort which looks promising.

For activites, people need to get payments in before May 30th. Golf is always a sell out and fills up fast.

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

****Authentication**

There was nothing substantial to report. The CIO executive committee had conference calls two weeks ago, and the majority of time was spent talking to Ted Phelps. He's in a new capacity as ISO, Security Officer. (He's not involved in SUNYNet anymore.) They are working with Ted and Dave DeMarco to try to understand Ted's responsibilities and to discuss the process for providing liasons at the campus level. SUNY campuses are exempt from State requirement. Ted responsible for "chewing" on this as well as working on steps and processes for reporting "security incidents" from the perspective of being able to learn from our peers. A lot of work is needed and it will be Ted's focus.

Discussion ensued about University Directory Services issue. CIO group and System Admin will continue to work on it. A question was raised about the timeframe of the project.

There are a combination of approaches. There will be subsets of users and campuses that need to have their own will be able to work. ID's and attributes to be defined. This will need to be compatible with whatever is deployed with SUNY if want users to authenticate with SUNY from your DNS, so far looking at open standard systems. The initiative is looking for leadership and direction and to date the CIO Council has not jumped to the forefront maybe because the question is whether the CIO group should drive this.

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

There has been a pretty good response. Suffolk is going to do one downstate at the same time as the Industrial Assc. Tech Expo. on May 10th. Farmingdale is doing the Western, Potsdam the Northern, and Cortland in central. If people providing the conferenc get the topic and contacts to Deb and she will post them.

Potsdam – March 17th – Metric management. – for net manager, systems manager

There is an issue that we should discuss in the future which is what to do when there are two colleges from the same area. Right now it is first-come, first-served for who gets the \$100. We may want to look at chaing it so it is up to 2 per area, in the future.

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

Dave – no report

Judi – FACT had nothing new to report. Their last meeting was to review the COCID proposals and make some recommendations there. SCAP is continuing to review 02-03 reports. They are still missing them from about 10 campuses, and reminders have been sent to those campuses to get them in as soon as possible

Carey – There is a proposal to move forward with a fairly aggressive staffing plan for Learning Environments – SLN, CourseSpace and Training Center.

There is a meeting with SCT, library, SLN, and business side of house to talk about integration and what options there are. They are really pushing a portal product but have some other parts, i.e. an included message broker which would allow us to better integrate applications. The Learning Environment and Library sides are looking at better ways to manage, store and retrieve information in digital formats. They are going to put work group together. They are, also, going to engage counsel assistance to help deal with copyright issues.

**** Agenda Item #7 – Old Business –**

We still need volunteers/nominations for people on COA Exec. Dan will send out a reminder looking for nominations.

Fall Wizard – starting to determine dates and ideas for shaping dialogue and location.

**** Agenda Item #8 – New Business**

none

Tentative Agenda for the April 6, 2004:

** Agenda Item #1 – Minutes of the February 10, 2004 and March 3, 2004 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, May 4, 2004

2.

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

It is set for Tuesday, April 6, 2004 from 11 am - 12 noon.