

COA Executive Counsel Meeting Minutes

Date: April 6, 2004

Location: Conference Call

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

February 10, 2004 minutes approved.

March 2, 2004 minutes approved.

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

No Report.

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

There is a full slate of sessions. Registration will be opening soon. The schedule is not up yet but will be this week. People need to get the money in for activities ahead of time. Information for activity fees is on website now. The keynote speaker will be Kenneth Green, founder and Director of the Campus Computing Project. The dates are June 14-16.

There was a question about the address for signing up for the activities fees. Address the payment to Dan Sidebottom, Miller Building, Cortland NY 13075.

There was a question about the plans for COA meeting sessions? Monday will be the COA EXEC breakfast meeting at 7:00 am – 8:00 am the general business meeting is scheduled Monday at 10:30. Since we have eliminated all sub-groups that is the only COA meeting.

This is the last year at the Hudson Valley Resort. There is another site visit coming up. There is a place in same area they will be looking at in the next couple months. The Lake Placid resort was ruled out as a possibility because of the size. If anyone knows of any other resort type area that would accommodate the size of our group, send an email to Dan and he will pass it on to the committee.

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

****Authentication**

Sub-group in place to work with Dave DeMarco and System Admin regarding Cyber Security. Ted Phelps spoke with Executive committee of the CIO group. There is a group of four campus members working with Dave and Ted to develop the next steps. Specifically incident reporting procedures and methods for campus communication. They want to increase efficiency and coverage for information to get to campuses. So far, Dave DeMarco and Dave Powalyck have been sending information out, but this needs to be automated and procedures worked out.

The next round of Mission Review (Mission Review 2) has begun with communication from System Admin to campuses. Some of that included leading questions relating to technology. This drove officers of CIO exec to work with Dave DeMarco more. They are going to try to map out some strategic directions for the next couple years and will then bring the to the CIO Executive committee.

Justin shared information about a security incident at SUNY Potsdam which they have dealt with. It raised awareness on their campus with respect to security. There will be a presentation at STC to share what happened. Hopefully there will be some discussion about how to deal with it. A server owned by Auxiliary Services was compromised and it had SSN of students through last June. They had no evidence that data was accessed but they do know the intruder had a level of access that could have gotten the information.

A question of whether they are obligated to announce something like that was raised? Justin said now we are not obligated but they chose to, but there is pending legislation that may require announcing. They sent communication to the campus trying to use it as a way to educate the community.

As a result, they are reviewing processes in place for securing systems, even broader than those managed by IT and further review of how the social security number is used and accessed. There is a videostream from an EduCause presentation called “What to do when your security hits the 6:00 news” which was helpful.

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

Nothing new to report. Cortland will not be doing Spring, but will want to do one in Fall.

NYS state office of Cyber Security conference, April 21 and 22 in Albany. No charge to go. For information got to http://www.nysfirm.org/seminars/csc_2004/.

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

Judi – FACT Committee met at StonyBrook to walk through the CIT site and facilities. They are great. Also, they met with the Provost via a conference call and Dr. Salins went over the current top priorities related to FACT. They are: 1. Expansion of Learning Environments (D. Porush) 2. Academic Software initiative and 3. SUNY Connect. At same meeting, the Academic Software subcommittee announced cancellation of the shootout of Math software.

David Porush reported that Learning Environments is looking to assemble an advisory board but gave no indication as to who or where. SUNY came through with funding for 6 of 7 COCID proposals, all in calendar year 2004. The launch of CourseSpace was their initiative for the year. He also mentioned adding additional support staff for SLN and CourseSpace. It looks like they are looking to compete against the WebCT and Blackboards.

The SCAP committee is getting close to wrapping up the 2002/2003 reports and are down to the last 6 campuses. Ceramics downstate, Optometry Upstate, Oneonta and Utica/Rome. Need 03/04 funds encumbered by June 1.

The question whether anyone had heard about SCAP funding for next year was asked? They have unofficially heard to expect no more than what have now, which was 80% of what they had last year.

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

Elections. There is almost a full slate. There is a seat available for the Technology Colleges. Deb Putnam is in her position until 2005. The assumption is that people who are able to run again, will run again. Other positions are being filled by people that showed interest and there will not be any elections as it stands right now. Like to have elections done in May, so have slate of officers to go forward into STC. Monica will send out slate once it is complete and if everyone agrees to the names, it will be official. There is one more meeting in May before STC. Officers will need to be elected at the STC conference. Dan has had some communications in that regard. He is hoping the officers currently in place will continue and then we will just have to elect a new chair.

**** Agenda Item #8 – New Business**

J. Petkash asked about doing a security audit. They thought they needed some independent audit of what they do. They are looking at some local vendors and have also talked to Mike Pisa and Ron Brown from ITEC. Part of the ITEC contract includes disaster recovery, so they are looking into whether ITEC could provide this as addition for schools—some type of security audit, database of security information and vendor list.

It was generally agreed that it would be good if ITEC could provide guidelines and procedures and tools with information for how to use these tools, and places for colleges to provide some feedback. A more formalized, centralized approach would provide great value. The ITEC Exec board has to make determination whether they should work on something like that. They will probably go and ask the colleges what is feasible or what we want.

Tentative Agenda for the May 4, 2004:

- ** Agenda Item #1 – Minutes of the April 6, 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
 - COA Exec Elections
- ** 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, May 4, 2004 from 11 am - 12 noon.