

COA Executive Counsel Meeting Minutes

Date: June 13, 2004, 7:00 p.m.

Location: Conference Call

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

?? April ?, 2004

**** Agenda Item #2**

Attendees introduced self.

Bill and Monica going begin to up-to-date website.

**** Agenda Item #3 - Election of Board Officers**

Reudi Treasurer. Have about \$53,000 in treasury now. Need to keep money to cover cost of COA attendees are COA members if there are problems.

Discussion ensued about the need to look at how to expend more of money. Done some with regional forums. Should include more? This needs some discussion for 2004/2005 Exec board. Draft some guidelines for what will pay for and up to what amount.

These are very important. Builds relationships.

Can find some way to introduce COA into the mix. COA is sponsoring, this is what it is, etc. Really need to have new people involved. Can write description of COA to be inserted in email invitations.

Deb to draft some guidelines and COA pitch.

Officers:

Treasurer - Reudi
Secretary - Monica
Co-Chair – Deb Putnam
Chair – Doug Kahn

Dan willing to remain on conference calls.

Doug working with the telecom guy for conference calls

Question about first Tuesday of month at 11:00 am date and time – Monica to send out to Exec list and see what days and times would be good.

Dan presented upcoming challenges:

1. Need an updated list for COA members. SUNY is looking for this—recently asked. Can get recent and get them on website.
2. Revise website.
3. Coordinating and figuring out role with CIO group. They are willing to talk and discuss how that relationship needs to be there. If there isn't, COA isn't really functioning body. Worthwhile for both EXEC boards to sit down and hash this out. Fall Wizard or STC would be good for this. Some members of COA sit on CIO as well. COA started out as computer center directors. The CIO group is recent in the next few years. Each colleges structure is completely different. COA is not sure of its function because—needs to have relationship with CIO group. COA one of groups to ID and filter up issues to CIO group. Part of function is clear – is collaboration and information provided and STC. Needs to be more.

CCIO group looking at tech policies and issues that effect more than one campus at macro level. COA is grass roots – where issues are going to bubble up from and help work with solutions. Should be two-way flow – from COA help with issues and from CCIO got info from SUNY and need help with. For example, two groups to get together and develop general Security policy, directory services, COA needs to relook at reason for being – may transcend into a document for sharing with new tech people.

Could set some specific goals – ie want to increase membership, x number of people at - OR get the three groups and discuss why three groups – can get the exec boards together to discuss? IE get one group and get the three subcommittees of the topics—might work. Can CIO group help facilitate this discussion.

Make COA membership more formal sign-up. Invited to meetings. Expectation to participate – listserv, attending forum, etc. Could COA offer travel scholarships or work with TC to use training center points.

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

No Report.

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

Need facilitators at every session for introductions and give them the item of appreciation to give to speakers.

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

****Authentication**

No report.

**** 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 – Copy email from Judi.

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

**** Agenda Item #8 – New Business**

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.

To connect to the conference calls:

Agenda for General Business Meeting
Introduction of New Exec Board Officers

Have some discussions of what is COA, what do you want it to be

Draft a purpose statement (bulleted list – what want to accomplish?)