

College of Micronesia-FSM
Committee (Working Group) Minutes Reporting Form

Committee or Working Group:	Information Communication and Technology

Date: 10/15/2015	Time: 3:00pm(UTC+11)	Location: Board Conf. Room

STANDING COMMITTEE				
Information Communication and Technology Committee				
	Titles/Reps.	Names	Present	Absent
1.	Chairperson (nat'l staff/IT rep)	Shaun Suliol	X	
2.	Vice Chairperson (pnicamus faculty rep)	Nelchor Permitez	X	
3.	Secretary (nat'l campus faculty rep)	Dennis Gearhart	X	
4.	Chuuk Campus Staff Rep	Johnson Dungawin	X	
5.	Chuuk Campus Faculty Rep	Atkin Buliche	X	
6.	FMI Staff Rep			
7.	Kosrae Campus Staff Rep.	Renton Isaac	X	
8.	Kosrae Campus Faculty Rep.	Miguel Sanchez		X
9.	National Campus Staff Rep.	Asher Hallens		X
10.	National Campus Staff Rep.	Juvelina Rempis	X	
11.	National Campus Staff Rep.	David Johnson	X	
12.	National Campus Staff Rep.	Twyla Poll	X	
13.	National Campus Staff Rep.	Vasantha Senerathgoda		X
14.	National Campus Faculty Rep.	Snyther Biza		X
15.	National Campus Faculty Rep	Monica Rivera	X	
16.	National Campus Faculty Rep.	Mihai Dema	X	
17.	National Campus Faculty Rep	Allain Bourgoin	X	
18.	National Campus Faculty Rep	Edper Castro	X	
19.	Pohnpei Campus Staff Rep.	Yoneko Kanichy	X	
20.	Pohnpei Campus Staff Rep.	Winter George	X	
21.	Pohnpei Campus Faculty Rep.	Danny Ibarrola		X
22.	Pohnpei Campus Faculty Rep.	David Schelter	X	
23.	Pohnpei Campus Faculty Rep.	Phyllis Silbanuz	X	
24.	Yap Campus Staff Rep.	Pius Mirey	X	
25.	Yap Campus Staff Rep.	Ezra Yoror	X	
26.	Student Body Association Rep.	Drexler Marlir		X

Additional Attendees:	
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Agenda/Major Topics of Discussion:

1. Call to order.
2. Approval of Minutes from previous meeting.
3. Communications.
4. Terms of Reference(TOR).
5. New Business/Reports from members.
6. Adjournment.

Discussion of Agenda/Information Sharing:

1. Call to order.

Shaun called the meeting to order.

2. Approval of Minutes from previous meeting.

The minutes from the last meeting were voted on and approved.

3. Communications.

a) New members were welcomed.

b) Council of Chairs

The Council of Chairs(COC) voted last August to dissolve itself because they felt they were doing nothing useful. Because the COC functioned as a link between the standing committees and the Executive Committee it was suggested that all the chairs serve on the Executive Committee. The President did not approve of this. A new suggestion was made that standing committee chairs attend the Executive Committee meetings only when there is an issue relevant to their committee that is being addressed. The matter is still to be decided.

4. Terms of Reference(TOR).

The TOR need to be updated.

The issue of faculty members' class schedule conflicting with committee meeting times was raised. It was commented that faculty members should not be on a committee that conflicts with their class schedule, but then it was noted that sometimes class schedules change at the last minute and the conflict cannot be avoided. Shaun said that in that case they could be excused.

The question was asked what constitutes a quorum and it was decided that we need 25% of members for a quorum.

A comment was made that the TOR does not need to have a list of all the members, but that it should contain definitions of who should be on the committee. It was suggested that the TOR contain a hyperlink to an external list of actual members.

It was decided that a subcommittee would be formed to update the TOR. Eder Castro will be the chairman of the subcommittee assisted by Phyllis Silbanuz, Atkin Buliche, Renton Isaac, Pius Mirey, David Schelter and Drexler Marlir. These folks were chosen to represent each state campus, the national campus plus the student representative.

5. New Business/Reports from members.

Members from Pohnpei Campus reported it is often impossible to check email, especially in the morning. It was noted that there is a problem with viruses and even though progress has been made in fixing the problem it still exists. It was also noted that there are many old computers that cannot seem to be fixed. Shaun said that they working on connecting the buildings with fiber optic cable and the speed of the internet should improve. He also said it might be possible to get a fiber optic link directly to FSM Telecom rather than using ADSL.

A faculty member from National Campus complained about not being able to access the wireless network from classrooms. Shaun said IT is working on upgrading the antenna system.

Twyla requested that during registration staff members could be allowed to register two devices on the wireless network rather than one. Shaun said they could work on that and noted the reason for restricting the number to one was due to people selling internet access to unauthorized users. Juvelina said that students have a problem because they cannot log off the network and this prevents them from switching devices. Shaun said right now any device will be automatically disconnected after four hours.

Juvelina brought up a problem with the library running out of printer toner because of so many students printing papers in the library. Shaun said that this problem is caused because the Education Department computer lab is closed at night which prevents students from using the printer in the lab. He said he would talk to the Education Department about it.

Atkin noted that Chuuk campus has a problem with computer viruses and the internet is very slow.

6. The meeting was adjourned.

Comments/Upcoming Meeting Date & Time/Etc.: TBA

Handouts/Documents Referenced:

[http://wiki.comfsm.fm/Committee Terms of Reference](http://wiki.comfsm.fm/Committee_Terms_of_Reference)

College Web Site Link:

<http://www.comfsm.fm/computing/techpolicy.html>

Prepared by: Dennis Gearhart

Date Distributed:

10/27/2015

Approval of Minutes Process and Response: TBD

Submitted by: Dennis Gearhart

Date Submitted:

11/04/2015

Summary Decisions/Recommendations/Actions Steps/Motions with Timeline and Responsibilities

Action by President: (this section will be filled in by the President's staff reflecting the President's decision regarding the recommendation from the various committees)

Item Numbers	Approved	Approved with Conditions	Disapproved	Comments/Conditions