

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

<b>Committee or Working Group:</b>	<b>Information Communication and Technology</b>

<b>Date: 03/08/2016</b>	<b>Time: 3:00pm(UTC+11)</b>	<b>Location: Board Conf. Room</b>

<b>STANDING COMMITTEE</b>				
<b>Information Communication and Technology Committee</b>				
	<b>Titles/Reps.</b>	<b>Names</b>	<b>Present</b>	<b>Absent</b>
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	John 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.	Lovelyn Edgar		X

Additional Attendees:	
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Agenda/Major Topics of Discussion:

1. Call to order
2. Communications
  - a. Reply from IT Director
  - b. Terms of Reference
  - c. Meeting with ACCJC visiting team
3. New Business/ Reports from members
4. Adjournment

Discussion of Agenda/Information Sharing:

1. Call to order

Shaun called the meeting to order at 3:15pm.

2. Communications
  - a. Reply from IT Director

Regarding a request for an upgrade to WIFI speed, Shaun reported that not all of the requested equipment has arrived. He said the new equipment will not be installed until after the ACCJC visit.

It was mentioned that the current limit of 3 megabytes for email attachments will be maintained due to low bandwidth at state sites. It was suggested that old emails be deleted to free up space.

- b. Terms of Reference

The deadline for updating the TORs is September of 2016. Shaun says we are on schedule to complete this task.

- c. Meeting with the ACCJC visiting team

The ICT committee is scheduled to meet with selected members of the team on Tuesday, March 15 at 3:00pm. Our committee was brought up several times regarding Standard III. We should be ready to discuss accomplishments our committee has made. Phyllis offered to provide a sample form with a list of things the Finance Committee had done to serve as guide for our committee. Shaun will send out a letter giving more details about what to expect during the meeting.

3. New Business/Reports from Members.

Vasantha reported that OAR has a problem printing transcripts for students who have transferred credits from other schools. They need to be able to print transcripts that list only classes taken at COM-FSM.

A faculty in Lang/Lit has requested a database of best practices that can be used in the classroom. Shaun said a database was probably overkill and suggested using the Wiki.

Atkin has questions on the following issues:

1. Internet connection - Committee members here at Chuuk Campus raised their concern about meeting online using the VOIP. Sometimes it is not clear or mostly cut off, like today.
2. Computer Virus - Seems like our anti-virus program is not detecting some viruses.
3. Server problem - Whenever the island power is tripped or off, it needs to reset manually to get it back on.
4. What is the policy on FB?

4. Adjournment

Meeting was adjourned at 3:45pm.

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

Handouts/Documents Referenced:

College Web Site Link:

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

Prepared by: Dennis Gearhart

Date Distributed: 03/09/2016

Approval of Minutes Process and Response: 03/15/2016

Submitted by: Dennis Gearhart

Date Submitted: 03/22/2016

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
