

College of Micronesia-FSM

Committee (Working Group) Minutes Reporting Form

Committee or Working Group: Information Communication and Technology

Date: 08/27/2019	Time: N/A(UTC+11)	Location: Board Room (National)

STANDING COMMITTEE

**Information Communication and Technology
Committee**

	Titles/Reps.	Names	Present	Absent
1	Committee Chair	Nelchor Permitez	X	
2	Committee Vice-Chair	Edper Castro	X	
3	Committee Secretary	Yuuki Omura		X
4	Chuuk Campus Staff Rep	John Dungawin	X	
5	Chuuk Campus Faculty Rep	Atkin Buliche	X	
6	CTEC Faculty Rep	Danilo Ibarrola	X	
7	FMI Staff Rep	Petrus Ken	X	
8	Kosrae Campus Staff Rep	Renton Isaac	X	
9	Kosrae Faculty Rep	Hiroki Noda	X	
10	Kosrae Faculty Rep	Wigen Sigrah	X	
11	National Campus Staff Rep.	Vasantha Senerathgoda	X	
12	National Campus Staff Rep.	Donovan William		X
13	National Campus Faculty Rep.	Dennis Gearhart	X	
14	National Campus faculty Rep.	Mihai Dema	X	
15	National Campus faculty Rep.	Eugene Edmund		X
16	Yap Campus Staff Rep.	Pius Mirey	X	

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Additional Attendees:

Agenda/Major Topics of Discussion:

- Reduction of number of ICT members committee from last semester.
- Review accomplishments for AY 2018-19.
- VPIEQA Caroline sit-in to observe ICT committee meeting deliberation.
- Computer purchase review and endorsement.
- State Campuses IT concerns or report.

Reduction of number of ICT members committee from last semester.

- As per VPIEQA endorsement, the number of ICT members (excluding officers) were reduced from twenty (20) members down to thirteen (13) members.

Review accomplishments for AY 2018-19.

- Endorsement of Schoology Subscription
- Review of BP (Board Policy) and AP (Administrative Policy)
 - ICT was assigned Chapter 8 as it relates to ICT matters
 - Reviewed and endorsed (Note: All were approved last December 2018) :
 - AP 8900 (Computer Tech Fee)
 - AP 8800 (IT Equipment Policy)
 - BP 8900 (Computer technologies specific policy)
 - BP 8910 (Software specific regulations)
 - BP 8820 and BP 8700 has been removed as redundant
 - AY 2018-2020 are already complete as for BP/AP revision assignments.
- Local issues from different campuses were also addressed like problems with viruses.

VPIEQA Caroline sit-in to observe ICT committee meeting deliberation

- The Chair recognized the participation of VPIEQA who was joining the deliberation all the way from Kosrae campus through VoIP system.

Computer purchase review and endorsement.

- Yap
 - Purpose: Replace faculty computer equipment
 - Three proposals :
 - **PCS (has the lowest bid)**

- Global Products
 - Mainland Supply
- Comments:
 - **No comments:** Yap and Chuuk representatives
 - **VPIEQA:**
 - What is the purpose of purchasing of Beats Studio3 wireless headphone?
 - No proper justification given to the purchase of the item.
 - Mike Dema:
 - Apple is much pricier than Windows-based PC like Dell. So, why not purchased non-Apple products?
 - Do we need the items for the Beats Studio3 wireless headphone?
 - Dennis Gearhart
 - The faculty/staff should have the choice whether to use Apple products or non-Apple products.
 - Ederper Castro
 - Agreed with Dennis that the faculty or staff should have the choice whether to use Apple products or non-Apple products although subject for approval still. However, the requested item, namely, iPad has very limited use compared to Laptop/Desktop.
 - Nelchor Permitez (Chair)
 - There should be a policy in place that items like the iPad should be used for instructional purposes only and not for personal use.
 - In light of VPIEQA's comment there should also be policy in place wherein purpose for items to purchase should be spelled out in detail before bringing it for review.
- Votation:
 - Pohnpei ; 5 Aye, 1 Nay
 - Yap : 2 Aye
 - Chuuk : 2 Aye
 - Kosrae: 2 Yea
 - Total : 11 Aye, 1 Nay
- Endorsed
- **Kosrae**
 - Replacement for desktop computers for all faculty as Kosrae Campus (16 items).
 - Three proposals :
 - **PCS (has the lowest bid)**
 - Global Products
 - H & D International
 - Comments:
 - No Comments: Kosrae,

- Chuuk (Atkin) : How many faculties in Kosrae? Answer: Fourteen (14) faculties at Kosrae Campus (Renton). Extra two (2) computers are for reserve or for back-up purposes in case one or two computers fails.
- Votes:
 - National Campus: 6 Aye
 - Yap : 2 Aye
 - Chuuk : 2 Aye
 - Kosrae : 2 Aye
 - Total : 12 Aye
- For Endorsement

State Campuses IT concerns or report

- Yap : Nothing
- Chuuk :
 - The open labs and LRC have old computers in their labs and it needs to be replaced.
 - Requirement item for CA100 class: re: *pointing device*. The endorser does not know specifically what kind of pointing device as he was tasked only to read-in their request.
- Kosrae
 - One faculty that is a member of ICT committee was not able to attend because of class.
- National
 - **Vasantha** : Wifi problem during the registration process, that is, it took 15 to 20 minutes before myShark is loaded properly on the browser. OAR is asking for bigger bandwidth allocation during registration.
- CTEC
 - One lab located in PSDBC who is used mostly by students is old around 2010 and is used as semi-open lab.
 - Only two computer labs at the moment.
 - Needs to be prioritized for turnover.
 - Issue according to the previous ICT Director Gordon Segal: computers are going to be placed on the building owned by PSDBC and COM.
 - Chair: Advise that computers in that building be used for instruction only as per agreement.
 - Growing population for CTEC campus.

Other Matters:

- No comments: Chuuk, Yap, Kosrae, National Campus

New Business:

No new business from all campuses			
Comments/Upcoming Meeting Date & Time/Etc.:			
Next meeting: TBA			
College Web Site Link:			
Prepared by:	Edper Castro	Date Distributed:	08/30/2019
Approval of Minutes Process and Response:			
Submitted by:	Yuuki Omura	Date Submitted:	
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