

**College of Micronesia – FSM
Minutes Reporting Form**

Meeting Group:	ICT Committee
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Date:	Time:	Location:
February 22, 2022	3:00-4:00PM Pohnpei/Kosrae Time 2:00-3:00PM Chuuk/Yap Time	Zoom

Members Present:

Titles/Representative	Name	Present	Absent	Remarks
Chair	Edper Castro (NC)	✓		
Vice-Chair	Petrus Ken (FMI)	✓		
Secretary	Danilo Ibarrola (CTEC)	✓		
CTEC Faculty Rep	Phyllis Silbanuz	✓		
CTEC Faculty Rep	Nelchor Permitez	✓		
CC Faculty Rep	Atkin Buliche	✓		
CC System Spec.	John Dungawin	✓		
NC Admin Services	Eugene Edmund		✓	
KC Staff	Renton Isaac		✓	
KC Faculty Rep	Hiroki Noda		✓	
KC Faculty Rep	Penina Tulensru		✓	
FMI Staff	Lee Rus		✓	
YC Faculty	Rhoda Velasquez		✓	
YC Staff	Berton Miginigad		✓	
NC OARR	Vasanth Senarathgoda		✓	
NC Faculty Rep	Dennis Gearhart	✓		
NC Faculty Rep	Mike Dema		✓	

NC Staff	Chris Gilimete		✓	
NC Staff	Tetaake Yee Ting		✓	
LRC Rep	Juvelina Recaña		✓	
SBA Rep	JR Sasao		✓	

Additional Attendees:	
<p>Here is the link: https://comfsm.zoom.us/j/5075428310 Meeting ID: 507 542 8310 Passcode:</p> <p>Agenda:</p> <ol style="list-style-type: none"> 1. Review of BP8500 Violation of Policy 2. Review of BP8600 Computer Hardware Procurement 	
Agenda/Major Topics of Discussion:	
1. Review of BP8500 – Violation of Policy	
<ol style="list-style-type: none"> 1. Chair started the meeting by informing the Committee members that the Previous BPs, namely BP 8300 and BP 8400 are now both in the Executive Committee for their review and approval. 2. Phyllis asks if the Committee had a quorum since only 7 members are in the Zoom meeting. Chair confirms that the quorum is met and he continues presiding over the meeting. 3. Chair presents the agenda and shares a copy of the BP 8500 Violation of Policy including the different comments from the members and discusses it one by one. <ol style="list-style-type: none"> a. A suggestion is made to change the phrase “<i>individual thought to be responsible</i>” to “<i>alleged individual responsible for the violation</i>”. Members voted not to change. b. Phyllis suggested to changing “<i>Action will be taken appropriate to the type of violation</i>” to “<i>The action to be taken will be appropriate to the type of violation</i>”. The majority of the members accepted the suggestion. c. Rhoda send a suggestion to modify “<i>Any determination of inappropriate use serious enough to require disconnection shall be promptly communicated to all persons involved</i>” to “<i>Upon determination of any inappropriate use and if it is critical that requires disconnection, then it will be promptly communicated to all persons involved</i>”. Members voted not to do any changes. d. Phyllis moved to adopt the changes in BP8500 and Danny seconded. e. The chair announces that changes to BP 8500 were adopted and seconded and it will be forwarded to the Director of Information Technology. 	
2. Review of BP8600 - Computer Hardware Procurement	

1. Chair shares a copy of the BP 8600 Computer Hardware Procurement including the different comments from the members and discusses it one by one.
 - a. Nel suggested he is still ok with the recent BP 8600 and needs no changes.
 - b. Phyllis suggested to using the acronym “DIT” instead of using “Director of Information Technology” repetitively. Members agree with the suggestion and adopt it.
 - c. Rhoda send a suggestion to change “*The Director of Information Technology will determine best-recommended computer specifications based on currently available technology, suitability to the specified purpose, and compatibility with existing systems*” to “*The DIT will recommend the best computer specifications based on currently available technology, suitability to the specified purpose, and compatibility with existing systems*”. Chair recommended also to add “*and not necessarily on lower prices*”. Members voted not to initiate any changes.
 - d. Another suggestion is made to change “*can decline to approve*” to “*disapprove*”. It was accepted by the majority of the members.
 - e. Rhoda also suggested changing the word “*nationally*” to “*internationally*”. Dennis suggested adding the word “*reputable*” and changing “*journal*” to “*publication*”. All suggestions were accepted by the members.
 - f. Danny moved to adopt the changes in BP8600 and Phyllis seconded.
 - g. The chair announces that changes to BP 8600 were adopted and seconded and it will be forwarded to the Director of Information Technology.

2. Chair asks the members to forward their IT concerns to Director Shaun.

3. Danny moved the meeting to be adjourned. Dennis seconded and the meeting was adjourned at exactly 3:53 pm.

Comments/Upcoming Meeting Date & Time/Etc.:
March 29, 2022 at 3:00-4:00PM Pohnpei/Kosrae Time 2:00-3:00PM Chuuk/Yap Time via Zoom

Handouts/Documents Referenced:
http://www.comfsm.fm/Policy/Board-Policy/Chapter-8/COMFSM_BP8500.pdf
http://www.comfsm.fm/Policy/Board-Policy/Chapter-8/COMFSM_BP8600.pdf

College Web Site Link:
Board Policy – Information Technology

Prepared by:	Danilo S. Ibarrola	Date Distributed:	02/22/2022
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Approval of Minutes Process & Responses:				
Name	Aye	Nay	Remarks	Date voted
Edper Castro (NC)	✓			2/23/2022
Petrus Ken (FMI)	✓			2/23/2022

Danilo Ibarrola	✓			2/23/2022
Phyllis Silbanuz	✓			2/23/2022
Nelchor Permitez	✓			2/23/2022
Atkin Buliche	✓			2/24/2022
John Dungawin	✓			2/23/2022
Eugene Edmund				
Renton Isaac				
Hiroki Noda	✓			2/23/2022
Penina Tulensru				
Lee Rus				
Rhoda Velasquez	✓			2/23/2022
Berton Miginigad				
Vasanth Senarathgoda	✓			2/23/2022
Dennis Gearhart	✓			2/23/2022
Mike Dema	✓			2/23/2022
Chris Gilimete				
Juvelina Recaña				
Tetaake Yee Ting				
JR Sasao	✓			2/24/2022

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:				
Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments