

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

Committee or Working Group:	Information Communication and Technology

Date: 10/22/2013	Time: 3:00pm(UTC+11)	Location: Board Conf. Room

Title/Representative	Name	Present	Absent	Remarks
1. Chair – NTL S	Shaun Suliol	X		
2. Vice Chair – PNI S	Nelchor Permitez	X		
3. Secretary – NTL F	Dennis Gearhart	X		
4. KSA S	Renton Isaac	X		
5. NTL F	Monica Rivera	X		
6. NTL S	David Johnson	X		
7. FMI S	Pius Mirey	X		
8. NAT F	Snyther Biza	X		
9. CHK S	John Dungawin	X		
10. PNI F	Alvin Sinem		X	
11. PNI S	Kenson Santos	X		
12. NTL F	Mihai Dema	X		
13. PNI F	Phyllis Silbanuz	X		
15. NTL S	Juvelina Rempis	X		
16. CHK F	Atkin Buliche	X		
17. PNI S	Cooper Etse	X		

Additional Attendees:	
------------------------------	--

Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Call to order 2. Approval of Minutes from previous meeting(Sep 2013). 3. Communications from: <ol style="list-style-type: none"> a. IT director Gordon Segal b. Council of Chairs 4. Old business (NONE) 5. New business <ol style="list-style-type: none"> a. Purchase endorsement for lab turnovers at Yap and Pohnpei campuses b. Terms of Reference for membership on ICT committee c. Review/Update of COM-FSM Technology Policy d. Vendor List for IT purchases 6. Miscellaneous business

Discussion of Agenda/Information Sharing:
<ol style="list-style-type: none"> 1. Call to order. Shaun noted that we are testing out "GotoMeeting" software. Also, we are testing the

VOIP system since connections have been upgraded at each state site. The chairman welcomed new members Snyder Biza and Mihai Dema.

2. Approval of Minutes from previous meeting(Sep 2013) – The minutes were approved(an objection was noted from one of the members who attended the last meeting remotely but was listed as absent.)
3. Communications

a) Gordon Segal could not attend but sent a message via Shaun about the purchase of software from Copley Retention Systems. This software is similar to other systems being tested by faculty such as Engrade but may be more affordable if adopted system wide. It was asked how members could experiment with the system. The response was the system was still being tested by a closed group.

b) The VP IEQA has made a list of 23 recommendations regarding committee structures and policies. The Council of Chairs wants input from everybody and it is requested that members review these policies and provide feedback in the next week or two.

4. No Old Business
5. New Business

a) Lab Turnover Purchases:

IT recommends Pohnpei Campus lab turnover purchase be awarded to Progressive Computer Services. MOTION PASSED.

IT recommends Yap Campus lab turnover purchase be awarded to Topher Konsulting Services. MOTION PASSED.

b) Terms of Reference – Shaun wants the committee to review how membership is defined. He would like the membership to be more structured to include a cross section of the college community. It was noted that there should be a student representative on the committee.

c) Review of Technology Policy – The COM-FSM technology policy is very old and needs to be reviewed and updated. In particular, WIFI was not in existence when the original policy was drafted and this needs to be addressed. Shaun asked that Nelchor lead a subcommittee to review the policy. After some discussion, Nelchor agreed.

d) Vender list for IT purchases – Because most of our purchases are shipped internationally the manufacturer warranty does not apply. Shaun says we need to develop a policy that local vendors must adhere to extending at least a one year warranty on purchases.

Other Matters

1. Nelchor brought up the idea of having a user limit on the amount of downloaded data.
2. Lang/Lit wants to know about a procedure/policy for purchasing laptops/notebooks for use by students as the capacity of the computer labs is being taxed.

Comments/Upcoming Meeting Date & Time/Etc.:

N/A

Handouts/Documents Referenced:

N/A

College Web Site Link:

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

Prepared by: Dennis Gearhart

Date Distributed:

10/24/2013

Approval of Minutes Process and Response:

Submitted by: Dennis Gearhart

Date Submitted:

11/06/2013

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