

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

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

<b>Date: 10/15/2015</b>	<b>Time: 3:00pm(UTC+11)</b>	<b>Location: Virtual</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.	Drexler Marlir		X

Additional Attendees:	
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Agenda/Major Topics of Discussion:

1. The Committee's Terms of Reference.
2. Purchase endorsement for Business Lab turnover at National Campus.
3. Next Meeting.

Discussion of Agenda/Information Sharing:

1. The Committee's Terms of Reference.

Our Terms of Reference are out of date and we need to take another look at them. Right off the bat the membership aspect of it needs to be revised.

Please review and come up with proposed amendments that you feel are necessary. We will discuss input and possible revisions at our next meeting on the last Tuesday of this month.

2. Purchase endorsement for Business Lab turnover at National Campus.

The Director of IT has communicated to the committee its request for endorsement for a Business Division's computer lab turn over at the National Campus. For those of you who are new to the committee, any purchases that require the use of the Technology Fee in excess of \$5,000 will need endorsement from this committee before the President is requested to sign it.

As is such the IT Office has sent its formal request, minutes of its discussion on the subject, and the four quotes solicited from vendors. Through its minutes the Director has evaluated all vendors and qualifications and therefore selects Progressive Computer Services to fulfill the order.

The Director requests this committee to endorse his office's decision to select Progressive Computer Services as vendor of the order.

Side note: Only proven vendors who have history of good orders with the College are extended the invitation. According to the IT office the invitation was extended to more than the four vendors listed, only four submitted bids on time and met requirements set.

The Committee voted to approve the bid from PCS.

3. Item Three.

The next meeting will be October 27 at 3:00pm in the Board Conference Room. At that time we will discuss comments on the Terms of Reference.

Comments/Upcoming Meeting Date & Time/Etc.: October 27, 2015 at 3:00pm  
Board Conference Room

Handouts/Documents Referenced:

[http://wiki.comfsm.fm/Committee\\_Terms\\_of\\_Reference](http://wiki.comfsm.fm/Committee_Terms_of_Reference)

[http://wiki.comfsm.fm/Committees/Information\\_and\\_Communications\\_Technology\\_Committee/Purchase\\_Endorsment:\\_Business\\_Lab\\_2015](http://wiki.comfsm.fm/Committees/Information_and_Communications_Technology_Committee/Purchase_Endorsment:_Business_Lab_2015)


College Web Site Link:
<a href="http://www.comfsm.fm/computing/techpolicy.html">http://www.comfsm.fm/computing/techpolicy.html</a>

Prepared by:	Dennis Gearhart	Date Distributed:	10/23/2015
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Approval of Minutes Process and Response:	TBD

Submitted by:	Dennis Gearhart	Date Submitted:	10/28/2015
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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