

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

Committee or Working Group:	Information Communication and Technology

Date: 01/26/2016	Time: 3:00pm(UTC+11)	Location: Board Conf. Room

STANDING COMMITTEE				
Information Communication and Technology Committee				
	Titles/Reps.	Names	Present	Absent
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. Approval of minutes.
3. Communications
 - a. New Member
 - b. Update on Business lab
4. Terms of Reference
5. New Business/ Reports from members
 - a. Yap
 - b. Chuuk
 - c. Kosrae
 - d. Pohnpei Campus
 - e. National

6. Adjournment

Discussion of Agenda/Information Sharing:

1. Call to order

Shaun called the meeting to order at 3:00pm.

2. Approval of minutes.

No minutes to approve. Previously done by email.

3. Communications

- a. New Member – Welcome to Ms. Lovely Edgar as Student Body Representative.

- b. Update on Business lab

All the computers are here but the turnover might be delayed until after the semester has finished in order to avoid disruptions. Shaun said that he will discuss it with the Business Division if we are going to either upgrade within this semester with possible disruptions or at the end of the semester to avoid disruptions.

4. Terms of Reference.

To begin, Shaun thanked the team(Edper, Phyllis and Atkin) for doing a thorough job.

Under part “A. Authority” the three avenues of communication were discussed.

These are:

- a. Committee goes straight to cabinet
- b. Committee goes through VPIEQA

c. Committee goes straight to President

The opinion was given that we should maintain these separate avenues.

Under part "B. Purpose" it was suggested to add "See Rubric F" for responsibilities.

Under part "C. Membership" it was agreed that Atkin's proposal was pretty good. However, Shaun asked if we needed item #4. Phyllis commented that she thought more staff should be included in the committee membership.

Someone suggested that we change item #3 to specify a *minimum* of one staff and one faculty from each state campus.

Under part "D. Organization" it was agreed that this section was fine.

Under part "E. Meetings" the question was asked what does "term" mean; does it mean semester or year? Shaun said we should leave it general.

It was discussed what "majority" should mean as related to passing a vote. It was decided that Robert's Rules of Parliamentary Procedure should be consulted. Also, it was noted that this rule should apply to all committees.

5. New Business/ Reports from members

- a. Yap -- None
- b. Chuuk -- None
- c. Kosrae -- None
- d. Pohnpei Campus

Pohnpei Campus is still having problems with lots of computer viruses. Shaun said IT is working on the problem.

e. National

The LRC is having trouble making IDs for new staff members.

Monica related that the wireless signal is little to none in the A-building. She added that IT informed them that equipment was being ordered as a result to fill the void, and wanted to get an update. Shaun replied IT is aware of this issue, and yes equipment was ordered. Shaun was not aware if the equipment has arrived yet or not, but will find out and inform the committee.

Edper would like to know if the size of email storage can be increased. Shaun will look in to this.

6. Adjournment

Meeting was adjourned at 4:01pm.

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:	01/26/2016
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Approval of Minutes Process and Response: TBD

Submitted by:	Dennis Gearhart	Date Submitted:	01/29/2016
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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