

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

Committee or Working Group:	Information Communication and Technology

Date: 02/12/2018	Time: N/A(UTC+11)	Location: Email Meeting

STANDING COMMITTEE				
Information Communication and Technology Committee				
	Titles/Reps.	Names	Present	Absent
1.	Committee Chair	Shaun Suliol	X	
2.	Committee Vice-Chair	Nelchor Permitez	X	
3.	Committee Secretary	Yuuki Omura	X	
4.	Chuuk Campus Faculty Rep	Atkin Buliche		Medical Leave
5.	Chuuk Campus Staff Rep	John Dungawin	X	
6.	Kosrae Campus Staff Rep.	Renton Isaac	X	
7.	Kosrae Campus Faculty Rep.	Murphy Ribauw		X
8.	Kosrae Campus Staff Rep.	Hiroki Noda	X	
9.	National Campus Staff Rep.	Juvelina Rempis	X	
10.	National Campus Staff Rep.	Snyther Biza	X	
11.	National Campus Staff Rep.	Vasantha Senerathgoda	X	
12.	National Campus Faculty Rep.	Edper Castro	X	
13.	National Campus Faculty Rep	Monica Rivera	X	
14.	National Campus Faculty Rep.	Mihai Dema	X	
15.	National Campus Staff Rep.	Nixon Soswa	X	
16.	Pohnpei Campus Staff Rep.	Winter George	X	
17.	Pohnpei Campus Faculty Rep.	Danny Ibarrola	X	
18.	Pohnpei Campus Faculty Rep.	Phyllis Silbanuz	X	
19.	Pohnpei Campus Faculty Rep.	Tendy Liwy	X	
20.	Yap Campus Staff Rep.	Pius Mirey	X	
21.	Yap Campus Staff Rep.	Lilly Gootinag	X	
22.	FMI Staff	Ken Pedrus	X	
23.	Student Body Association Rep.	Gregorlyn Fanamthin		X

Additional Attendees:	
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Agenda/Major Topics of Discussion:
Agenda: Proposed Changes to Board Policy No. 8810, Board policy No. 8800, and Board Policy 8100

3 Board Policies, that were reviewed and/or changed, were brought before the ITC Committee to review and add comments/thoughts before forwarding the policies to the Executive Committee for further review.

Comments:

Nelchor: I concur on the stipulated statement on the policy as ask. However just like Edper said the implementation of the policy is my question too. But since its not in the hands of the committee and the only task of ours is to suggest and recommend regarding the existing policy I rest my case.

Edper: I agree with Nelchor that it is not in the hands of the committee for its implementation but the committee is here to recommend also changes or deletions even, for such things as this. This is not simply a question of implementation but of necessity as well. Is this really necessary given the neglect of its implementation not to mention there is no mechanism in place if such policy is violated for example? But let's just say that this is necessary, and then the second question would be (which I raised up earlier), are the words used in this policy, in step with the time and context we are in. Remember, this was done when Internet connection was thru dial-up and very slow and personnel would not necessarily like to bring work at home. Additionally, this was implemented when there were no Schoology, myShark and Mindtap (by Cengage), which this college now heavily use. So, the context of its implementation has vastly changed (a big understatement) and to stay with the same wordings as fifteen years ago, I would hate to say, would be negligent and irresponsible for this committee just to sit and say yes for everything that has been given to them.

Edper further summarizes his comments:

1) For Potable Computer policy - An employee should not write a written permission every time an employee needs to use a mobile device instead he/she could sign a ONE-TIME written agreement that details its authorization and the responsibility and liability of the Employee. Student Life Director Krystylin Atkinson for example used to let student sign a waiver every time they need to do some outside activities but now student could sign instead for one time, at the beginning of the semester a waiver that is good for the duration of the semester.

2) Computer Software - Not all software are purchased because some are free like for example in our Lab we use Visual Studio, Atom, and mySQL, which are all free. Thus it should be purchase or procurement of any software.

3) Information Technology Equipment policy - Equipment in the computer context implies hardware but if you look at the content of the policy it refers more on information resources thus the title should be changed to Computer and Information Resources usage policy.

Vasantha voted in agreement with Edper Castro

In response to Edper, Chairman **Shaun** responded:

"This is not simply a question of implementation but of necessity as well."

The authors and editors did in fact write this in the past. There has been some change to it, and there still might be places where improvement is needed. There will be some places that specifically spelling out things in detail will confine the policies to those things specifically; thus some terms are used vaguely as to encompass many, and open enough to allow room for unforeseeable things. If that makes sense. Nonetheless Edper is spot on in his observations. This is our chance to help shape these policies based on what we think should be included. I encourage all members to send constructive feedback if any. These will be returned and shared with the Director if

IT and IEQA before it goes before EC.

Phyllis reattached the Board Policies with suggested edits to the documents, requesting further clarification and suggested consistency with all Board Policies by implementing same font and format. Phyllis also recommended that Board policy No. 8810 be cleaned up by determining terms to use portable/mobile and computer/devices.

Phyllis: We have different situations for our portable devices because some might need to sign out for a night, several days, or be assigned one for the duration of their time at COM-FSM.

Monica: Just a thought about the Portable Equipment Policy. It requires the equipment to be securely stored on campus, but many faculty offices lack locked cabinets or safes to store equipment. Doors sometimes are unlocked momentarily or accidentally, and equipment has walked away. Shouldn't the college or departments buy theft-prevention storage?

All other members commented in approval of Policy edits.

Comments: 20
No Responses: 3

Discussion of Agenda/Information Sharing:

New Business:

- No new business from all campuses

Comments/Upcoming Meeting Date & Time/Etc.:
Next meeting: TBA

Handouts/Documents Referenced:
COMFSM_BP8810_08FEB_GS.docx; COMFSM_BP8800_08FEB_GS.docx;
COMFSM_BP8100_08FEB_GS.docx

Revisions/Suggestions to Documents Referenced:
COMFSM_BP8810_08FEB_GS Phyllis.docx; COMFSM_BP8800_08FEB_GS Phyllis.docx;
COMFSM_BP8100_08FEB_GS Phyllis.docx

College Web Site Link:

Prepared by: Yuuki Omura Date Distributed: 02/19/2017

Approval of Minutes Process and Response: 02/26/2018

Submitted by: Yuuki Omura Date Submitted: 02/27/2018

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