



**Information Technology Committee
11:10am November 23, 2021
Board Conference Room**

MINUTES

Present:

Chair Bonifacio Sanchez

Director of Information Technology

Stevenson Kotton (**Not Present**)

Vice President of Business and Administration Affairs

Agnes Kotoisuva

Director of HR

Christian Sebastian (**Not Present**)

Director of Media

Rigieta Lord

Dean of WAVES

Michael Corpuz

Faculty Representative I

Curtis Vila

Faculty Representative II

Andreas Ned (**Not Present**)

Staff Senate Representative I

Alan Keoni Murphy

for Staff Senate Representative II

Manny Mottelang (**Not Present**)

Learning Designer

Alexis Jacob (**Not Present**)

SGA Representative

John A. Villafania

Web & Database Administrator

Attendees via ZOOM

Verenaisi Bavadra

Director of Library

Vasemaca Savu (**Not Present**)

Dean of Academic Affairs

The Information Technology Committee's meeting for November 2021, was called to order by the Chairperson at approximately 11:15 a.m.

I. Review/Approval of the Previous Minutes

- A. The MINUTES from October 26, 2021, were reviewed. The HR Director made a move to approve, seconded by the Faculty Senate Representative I. The motion was carried with one abstention.



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DECISION

With no modifications, the MINUTES from October 26, 2021, were approved as presented.

II. Announcement

A. CMI Website on Mobile Apps

1. The Chairperson shared with the Committee members on the CMI Website that's now available as an app that can be installed on devices.
2. The Chairperson also shared with the Committee the possible cyber risks that have been identified and how the risks can be avoided.

III. New Matters Arising

A. Adhoc Committee Report/IT Policies and Procedures

IV. Matters from the Previous Meeting

A. Email Distribution: CMICOM@CMI.EDU Procedures

1. After the Chairperson explained thoroughly the procedure, the Web & Database Administrator moved to approve, seconded by the Dean of WAVES. The motion was approved by the majority with no abstentions.

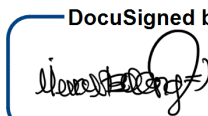
DECISION

With no modifications, the Email Distribution: CMICOM@CMI.EDU Procedures, was approved as presented.

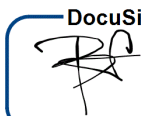
V. Adjournment

The ITC's *third* meeting for AY 2021-2022, was adjourned at 12:14 p.m.

Submitted By:

DocuSigned by:

 D04F36FDE82B468...
 Meria N. Bollong
 Secretariat Officer, EC

Concurred By:

DocuSigned by:

 858CBDF98BCA4DD...
 Bonifacio Sanchez, IT Director
 Chairperson, ITC

Approval Date:

January 25, 2022