College of the Marshall Islands
1258 Ocean side, Majuro, Republic of the Marshall Islands
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IT Committee Minutes

November 26, 2015

Present

Boni Sanchez	Victor Garcia Jr.
Monica Gordon	Eric Bertram
Bruce Kattil	Chris Sebastian

Agenda

1. Approval of Minutes for October 22, 2015 with minor changes.

2. IT Report
   2.1 The Site Posting and Software/Systems Acquisition Procedures were presented during the last EC meeting dated November 6, 2015.
   2.2 Computer Inventory were done in various departments
   2.3 IT COM Annual Assessment Report has already been written
   2.4 Office 365 for Institutions have already been price quoted and is in process. The license is for 250 users.

3. Members Report
   3.1 Faculty
   - HR has sent out an email regarding Birthday announcements giving employees option to opt out
   3.2 Staff
   - Staff senate agreed with the idea of having a moderator for mass email
   3.3 Library
   - Students complained about Elders using computers in the Library; they said students are paying for the use of the Library computers.
     Members of the ITCom suggest that the Library is an Academic & Public Library. CMI is getting its fund from the public. It is suggested that a "Guest" account will be used by the public.
   3.4 IR Department
     A Form for updating each department/committee is suggested by the ITCom. A department may choose whether to use that Form or choose to be a web author.

4. The Chair of the committee will draft the Computer Access Procedures as addendum to the existing IT Policies/Procedures and will share among members for feedback/approval.

Next Meeting January 21, 2016

ITCOM Approved Jan. 28, 2016