



## IT Committee Minutes

February 19, 2015

Present

Boni Sanchez

Bruce Kattil

Chris Sebastian

Monica Gordon

William Reiher

Ernest Canonigo

Curtis Vila

Agenda

1. Approval of Minutes
2. Members Report
  - 2.1 Faculty
    - RH204 slow internet connection
    - Internet is slow during peak hours. It is suggested that links to the videos are sent to IT in advanced so they can download them and place it on the intranet/local server.
    - Requests to download old films
    - It is difficult to download old films from the internet. It is suggested that faculty prepare their materials ahead of time. It is also suggested they look into amazon.com. Boni will email Ruth Abbott is regarding this concern.
    - Request for email filter or moderator to monitor emails.
    - ❖ A couple of years back IT Committee has submitted a bulk email policy to the EC. However, it was not approved. It will be submitted to EC again for reconsideration.
    - ❖ Hippofm.com mails are going to spam.
      - William and Boni will resolve this.
      - Physical Plant is using the hippofm software because it's not just a help desk ticket, it has a preventive maintenance feature.
3. Revisit IT Policies
  - ❖ The IT Policies will be sent to committee members so they can review them and share their ideas.
  - ❖ Technology Equipment Replacement policy is approved with minor changes.
4. Old Business
  - ❖ IT is waiting for NTA to send price quotes for increasing CMI's internet bandwidth.
5. Policy on Computer Usage
  - ❖ A policy on prohibiting non CMI employees from using CMI computers is being considered.
6. Special Meeting- A special meeting is being called so members can participate in the SWOT & TWOS. Boni will send out an email to the members.