



College of the Marshall Islands

1258 Ocean side, Majuro, Republic of the Marshall Islands
Tel nos. 625-3394 extension 263

IT Committee Minutes

September 17, 2015

Present

Boni Sanchez	Wanda Graham	Victor Garcia Jr.	Chris Sebastian
Monica Gordon	Pranson Eliou	Eric Bertram	
Bruce Kattil	Johnson Langidrik	Curtis Vila	

Agenda

1. Approval of Minutes for July 16, 2015 with minor changes.
2. Welcoming Eric Bertram to the IT Committee
3. Members Report
 - 3.1 Faculty
 - Faculty laptop replacements will be processed on October 1st, (FY 16)
 - 3.2 Staff
 - Staff computer replacement has also been processed. According to Stevenson he will find a way to acquire these computers.
It is suggested by some members that we look into Microsoft and other possible grants.
 - 3.3 Library
 - Library netbooks needs to be updated to Microsoft Office 2013.
 - 3.4 Student Services
 - Update from last meeting: Computer maintenance is done before the semester starts.
 - Students lose their documents when there is a power outage. It is suggested by the members that they should be saving their documents frequently. As for the NCloud computers, they automatically save opened documents.
 - 3.5 Arrak
 - Students can get access to YouTube when they request for it.
 - 3.6 Media Center/Bookstore
 - It is suggested by the members that toners are ordered ahead of time.
4. Approval of RSA 2015-2016
5. Members will review the Software and System Acquisition Policy
 - Eric suggests that a list of all licensed software be included in the document; also there should be a standing budget for procuring software so that the process will not take one (1) year
 - Vote for approval will be done via email
6. Sites Posting Policy
 - Eric suggests that there should be a form for content change
 - Sites Posting Policy approved with two (2) abstain

Next Meeting October 26, 2015

ITCOM Approved date: 10.22.2015