

COLLEGE OF MICRONESIA-FSM
BOARD OF REGENTS

**MINUTES OF THE AUGUST 10, 2012, MEETING
Pohnpei - National Campus**

CALL TO ORDER

Chairman Mida called the regular meeting of the College of Micronesia-FSM Board of Regents to order at 9:05 a.m. on Friday, August 10, 2012, in the New Zealand Reading Room in the Learning Resources Center at the National Campus. He then asked for a moment of silent prayer.

Chairman Mida thanked everyone for the successful fundraiser, especially considering the short time involved. He commended Regent Edward for urging the Board to hold the fundraiser and Regent Figir for selling the most tickets and convincing the bank to donate its prize to the endowment. He also congratulated President Daisy for the visioning summit which was much needed given the challenges facing the college and thanked everyone at the college who are taking us closer to meeting the expectations of the Commission. While we have done much work and the Commission is pleased with our progress, there is more work to be done. He trusts by June our accreditation will be reaffirmed and gave the Board's full support to the effort.

MISSION STATEMENT

Regent Figir read the mission statement.

ROLL CALL

The Secretary/Treasurer called roll. With Regents Lyndon Cornelius representing Kosrae, Churchill Edward representing Pohnpei, Mary Figir representing Yap, and Kasio Mida representing the national government present, a quorum was declared. Regent Enlet was not able to attend due to a commitment with Chuuk Department of Education.

Also present for all or part of the meeting were Dr. Joseph Daisy, President and Chief Executive Officer, and ex officio member of the Board; Mariana Ben Dereas, Vice President for Instructional Affairs; Joseph Habuchmai, Vice President for Administrative Services; Ringlen Ringlen, Vice President for Student Services; Jim Currie, Vice President for Cooperative Research and Extension; Frankie Harriss, Vice President for Institutional Effectiveness and Quality Assurance; Grilly Jack, Acting Dean, Pohnpei Campus/Director of Career and Technical Education; Mariano Marcus, Acting Dean, Chuuk

Campus; Kalwin Kephas, Dean, Kosrae Campus; Lourdes Roboman, Dean, Yap Campus; Matthias Ewarmai, Director, FSM Fisheries and Maritime Institute; Danny Dumantay, Comptroller; Jimmy Hicks, Director of Institutional Research and Extension; Joe Saimon, Director of Development and Community Relations; Francisco Mendiola, Director of Facilities and Security; and Norma Edwin, Executive Assistant to the President and meeting recorder.

REVIEW OF AGENDA

Regent Cornelius noted nothing in the binder for 8b Update on restructuring and Communication missing on the agenda. The update will be given as part of the oral reports so no written report was included in binder. President Daisy has been sharing communication with the chair and requested guidance. The President is to determine which communication to be communicated to the Board and the Chair is responsible for forwarding significant communications to the others. **Regent Edward moved and Regent Figir seconded that the agenda be adopted. The motion passed unanimously.**

APPROVAL OF MINUTES

The minutes of the last meeting were reviewed. **Regent Cornelius moved and Regent Figir seconded that the minutes of the May 23-24, 2012, meeting be adopted. The motion passed unanimously.**

REGENTS' REPORTS

Regent Mida thanked the President for scheduling the workshop with Dr. Hess for the Board. He found the sessions well done and useful for the development of the Board.

Regent Edward reported that Congress will be in session in September and encouraged all to lobby for the \$700,000 decrement.

Regent Figir encouraged the college to start soon on another fundraiser for December and to expand to other places.

Regent Cornelius thanked the college for sending the VPIA to visit Kosrae DOE (arrangement was worked out for use of three classrooms) and reported on status of teachers, completion of two public schools, work on accreditation, \$1 million project for maintenance of schools, scholarship funds, and status of teacher certification.

Clarification about the \$400,000 for scholarship was requested and its implication on the college discussed.

PRESIDENT'S REPORT

President's Office. President Daisy began his report by giving credit and expressing appreciation to all for the progress since his arrival. While accreditation issues are challenging, the Commission acknowledged we are on the right path. He would like the college to make these challenges as part of our routine and not have to do them because of accreditation. The visioning summit included external stakeholders from national and state to look at the work done and guide what comes next. To ensure broad participation, a visioning summit will be duplicated in each state. Information from all summits will be summarized and disseminated. In response to Regent Enlet's report during the last meeting regarding assistance to become better Regents, professional development for the Board was arranged during the summit. Even with financial challenges, our financial report is positive. Two significant parts of the report to the Commission were President Mori's promise regarding the decrement and the five-year educational master plan; we must rally behind President Mori to fulfill the promise. Key areas still of concern are student life and student learning.

Since May restructuring efforts include filling the Vice President for Institutional Effectiveness and Quality Assurance and moving the offices of Development and Community Relations, Institutional Research and Planning, and Information Technology under the VPIEQA; changing the Campus Director titles to Campus Dean to denote priority on academics and challenge the Deans with authority and accountability to get things done at their campuses. A Council of Chairs, a committee of all the chairs of standing committees, and a Mid-Level Management Team, a committee of all directors and dean, were created to break down silos and provide formal venues to come together to identify and resolve common problems. In a move for better collaboration between campuses, Lourdes was designated Dean of Yap Campus and FSM FMI and in Pohnpei ways for better collaboration between the campuses are being investigated to reduce the divide between them. Chief of Staff and vacant Dean positions have been posted and closed; screening is underway. He envisions establishment of an Executive Council to include administrators and representatives from the Council of Chairs, Mid-Level Management Team, and Faculty Staff Senate to serve as a committee to vet suggestions for improvement and makes recommendations to the President. Larger organizational shifts are planned to integrate instructional affairs and student services into one department.

Planning continues with taking a different approach to development of the FY 2014 budget; fixed costs will be built into the worksheets and budgets aligned with assessment results. An MOU has been signed with Shanghai Ocean University which offers benefits to and enhances the image of the college. Possible donation to the library from Tan Holdings has been initiated. While we

continue to reach out to new opportunities, we had to pass on some until the college is off sanction.

Administrative Services. VPAS Habuchmai reported on preparation for and timeline for development of the FY 2014 budget; status of renovation projects in Kosrae and at the national campus; and current efforts toward energy conservation. President Daisy also mentioned that the college is seeking a proposal from BECA to do a space utilization study to better address total cost of ownership and maximizing space, and make informed decisions regarding facilities. External technical assistance funding will be sought for the proposal.

The Board requested clarification on or further discussed the budget timeline; safety and security of the college environment, specifically liquor violations; tuition increase and Pell capture rate; number of air conditioners sent to Chuuk; alternative plan should Congress not fund the decrement; and negotiating credit from PUC for solar energy.

Financial Report. The Comptroller reported on the financial statement of revenues and expenditures as of June 30, 2012, which indicates a positive fund balance of \$2.05 million for unrestricted funds and a negative fund balance of \$34,000 for restricted funds (due to the timing of recording); cash position; receivable from students; comparison of actual revenues with budget; comparison of actual students with budget; audit report for FYE September 30, 2011, which is another clean audit; the market value of the endowment fund as of March 31 as \$3.28 million; and fundraising receipts.

The Board inquired about fundraising activity from Chuuk Campus; negative fund balance at FSM FMI; and banks utilized.

Cooperative Research and Extension. VPCRE Currie reported on increased collaboration across the nation and in the region through CariPac; increased marketing in Pohnpei; experiential efforts for students; completion of the Pohnpei CES office and plans for its opening during the COM Board meeting; and satellite dishes for each state primarily for distance learning which could also provide emergency service. He also expressed difficulty recruiting with current salaries; this can affect future funding.

The Board inquired about and or further discussed LG carryover funds; splitting the cost to pave the parking lot between the new CES office and Pohnpei Campus Student Services Center; the problem with recruiting; researchers and extension agents and the number of vacancies; and the need to meet their POW.

Student Services. VPSS Ringlen reported on increased collaboration with instructional affairs and other departments and campuses so students are more informed to be successful (first year experience program, new orientation program, training for peer advisors); new student handbook which includes

student life plan and student calendar of activities; and community awareness to encourage students to volunteer in the community.

The Board commended the improved welcome to students and the handbook and encouraged improvement to our recruitment plan.

Institutional Effectiveness and Quality Assurance. VPIEQA Harriss reported on the significance of the Commission's letter; the mid-term report; report on assessment of student learning outcomes; the main area of concern being financial stability due to the decrement; WASC newsletter; and recommended that the Regents take the accreditation course.

The Board inquired about and or further discussed the timeline to June; level of completion of the work; sustaining good practices; and financial capacity to complete all the tasks. President Daisy recommended that the Chair attend the next Commission meeting.

Information Technology. Director Segal provided an update on fiber optic link; new server backup unit; wireless expansion project and security concern; electronic information panel project to help disseminate information; website improvements; and SIS phase 3.

The Campus Directors were asked whether they saw improvements at their campuses (FMI does not yet have WiFi). The Board also inquired about improvement to the website.

Development and Community Relations. Director Saimon reported on working with IT on improving communications (working with offices and campuses to post their news directly); fundraising (working with Patrick Maloney and compiling a list of donors); and updating the online catalog.

The Board inquired about who approves news posted if it can be posted directly; control must be in place.

Institutional Research and Planning. The IRPO report and key enrollment data for summer semester 2012 and key enrollment and achievement data for spring 2012 are in the meeting binder. Director Hicks went over his report on the impact of COMET scores on student success for the fall 2008 new student cohort providing data on the linkages between COMET scores and retention and graduation rates.

The Board noted that student success is an JEMCO issue and this information will be useful. This information should be shared with the states.

Instructional Affairs. VPIA Dereas first provided follow up on the following concerns raised during the last meeting: alternative admissions criteria and job description for program coordinator. She then reported on working with PPEC

on course to course articulation; reformatting course outlines to include institutional learning outcomes; and career and technical education initiatives in the community which generated revenue.

The Board inquired where the funds were deposited and other programs.

Chuuk Campus. Acting Campus Director Marcus reported on non-credit course offerings; workshop for public health nurses; and graduation which included AHEC summer camp students, CRE youth at-risk group, Upward Bound graduates and COM-FSM graduates. Their strength is their on-going college assessment program and weaknesses are lack of response from DOE on bridging the gap and uncertainty about a permanent site. Opportunity includes non-credit offerings to get students on campus and threat is the recent number of arson cases near the college.

The Board pointed out another weakness as not having any fundraising activities and further discussed the threat of arson and the need for a disaster preparedness plan and more outreach programs with DOE.

Kosrae Campus. Campus Director Kephas reported on completion of the renovation projects and preparation for the dedication; receipt of the satellite dish, visit from VPIEQA, VPIA, and Education Division Chair; closure of their Upward Bound Program; recent hires; extension of WiFi to Kosrae Campus; and orientation. He extended appreciation to the Kosrae Director of Education for temporary usage of another room in the new building for agriculture. He also requested a laptop for registration.

Pohnpei Campus. Acting Campus Director Jack expressed his pleasure having the college President attending their student orientation; the first ever. He then reported on the public health training and other training opportunities; and woodworking project in conjunction with the U.S. Embassy which enhances the cabinet making program.

The Board encouraged establishing partnerships to provide training that are useful to the community and publicizing them on the website. They liked the idea of making money while providing service and offering non-credit program to help promote them.

FSM FMI. Director Ewarmai reported growing interest in enrolling at FMI; increase in female students ;students embarking on international ships for shipboard training; difficulty getting placement on other ships; fisheries observer program; and departure of the instructional coordinator to the national campus..

Yap Campus. Campus Director Roboman reported less than projected enrollment for the summer (less than ten teachers need their AS degree); visitors from the national campus; exposure to health careers; collaboration

with PCC and health services to offer needed courses; the time spent and challenge of overseeing FMI; and more coordination of activities between the two campuses. She noted that FMI is not part of the SIS, therefore students do not have college email addresses, nor do they have much money since students do not pay tech fees.

The Board inquired and or further discussed the IC position and status of the new facilities at Yap Campus; and encouraged looking for ways to combine positions and functions.

OLD BUSINESS

Endowment Foundation. The Board had decided to establish an endowment foundation, but wanted the new president's input on the final decision. President Daisy consulted Dr. Wilson Hess, former President of the College of the Marshall Islands, who recommended Thomas Roha, an attorney who specializes in corporate and tax counsel to nonprofit organization and who established the charitable support structure the CMI. The President has spoken with Mr. Roha and found him to be thorough. Mr. Roha can provide support and establish a foundation that is U.S. IRS –recognized. The process will take about year. President Daisy recommended moving forward with Mr. Roha's proposal. The Board expressed the urgency to move forward considering the college's financial situation, and further discussed the cost and language of the contract. **Regent Cornelius moved and Regent Figir seconded that the President be directed to enter into an agreement with Mr. Thomas Roha to establish an endowment foundation for the college. The motion passed unanimously.** A letter should be sent to Mr. Mendiola thanking him for his assistance.

Update on streamlining. This was reported during the previous reports.

NEW BUSINESS

Supplemental budget request for Public Health Program. The Public Health Program was initially funded through AHEC and funding for the program ends at the end of the month. The college had planned to seek funding for the program from Congress; however given the lengthy process and to avoid disrupting the program, the administration asked that the program be funded out of the pending \$700,000 from Congress. Because the \$700,000 is not a given, the Board could not approve the request. **Regent Edward moved and Regent Cornelius seconded that the Board approve supplemental funding of \$104,128 for the Public Health Program from fund balance for FY 2013. The motion passed unanimously.**

FY 2014 budget. VPAS reported on this during his report.

NEXT MEETING

The next Board meeting will be held in Chuuk beginning December 3.

EXECUTIVE SESSION

Regent Edward moved and Regent Cornelius seconded that any unused funds from the Board's fundraising account be deposited into the endowment fund. The motion passed unanimously.

Regent Cornelius moved and Regent Figir seconded that the minutes of the May 23, 2012, executive session be adopted. The motion passed unanimously.

The President was directed to write to Micronesian Seminar and express interest in the college being a possible site for its resources. The Chair is write a letter of appreciation to Dr. Hess for the workshop. The college is to also write a letter of appreciation to the Bank of FSM for their donation to the endowment. The Board asked to see the results of the program review.

ADJOURNMENT

The meeting adjourned following their executive session at 4:20 p.m.

Minutes of the COM-FSM Board of Regents meeting of August 10, 2012, approved this 14th day of January 2013.

By: _____/s/ Kasio E. Mida_____
Kasio E. Mida, Chairman of the Board