

**COLLEGE OF MICRONESIA-FSM BOARD OF REGENTS**  
**Minutes of the December 15, 2015, Meeting**  
**Pohnpei Campus Student Services Activity Room**

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**Present:** Regent Tulensru Waguk, PhD, from Kosrae (chairman); Regent Johannes Berdon from Chuuk (Vice Chairman); Regent Jesse Salalu from Yap (secretary/ treasurer); Regent Kasio Mida representing the National Government, Regent Churchill Edward, from Pohnpei, and President Joseph M. Daisy, EdD (*ex officio member*)

**Resources:** Vice President for Administrative Services Joseph Habuchmai; Vice President for Cooperative Research and Extension Jim Currie; Vice President for Institutional Effectiveness and Quality Assurance Frankie Harriss; Vice President for Instructional Affairs Karen Simion; Dean of Chuuk Campus Kind Kanto; Acting Dean of Kosrae Campus Nena Mike, Dean of Yap Campus/FSM FMI Lourdes Roboman; Director of Career and Technical Education Grilly Jack; Comptroller Roselle Togonon, and Chief of Staff Universe Yamase

**1. CALL TO ORDER 9:00 AM**

Regent Edward called the meeting to order and asked for a moment of silent prayer.. Secretary/Treasurer Salalu read the mission statement and called roll. A quorum was declared.

**2. ELECTION OF OFFICERS**

Mida/Salalu

*Nominated Regent Tulensru Waguk as chairman; Regent Johannes Berdon as Vice Chairman; and Regent Jesse Salalu as secretary/treasurer.* CARRIED

The officers for 2016 are: Chairman, Tulensru Waguk; Vice Chairman, Johannes Berdon; and Secretary/Treasurer, Jesse Salalu. After words of appreciation and congratulations and advice on teamwork were expressed by the regents and president, Chairman Waguk continued the meeting.

**3. REVIEW OF AGENDA**

President Daisy recommended VP Harriss begin first with her report and agenda items and then be excused to continue working on the self-study report.

Mida/Berdon

*Moved to accept the agenda with the recommended change.* CARRIED

**4. APPROVAL OF MINUTES**

a. August 6-7, 2015 meeting

Salalu/Mida

*Moved that the minutes of the August 6-7, 2015, meeting be adopted.*

CARRIED

- b. August 7, 2015, executive meeting  
Edward/Mida

*Moved that the minutes of the August 7, 2015, executive meeting be adopted.*

CARRIED

- c. Decisions by polling – The minutes reflects that through polling, the board approved the MOU with the Friends of College of Micronesia-FSM and change of endowment fund money manager to James Raymond.

## 5. COMMUNICATIONS

Letter from Senator Sheldon Neth inviting the president to lunch to discuss items of interest was shared. Dr. Daisy reported on the ensuing meeting; the senator's primary concern is the students who live far from the campus. President recommended those students move into the residence halls.

## 6. REGENTS' REPORTS

- a. **Regent Salalu** encouraged working together to move forward in the new year. The practice of reading the mission statement prior to the meeting keeps everyone on course.
- b. **Regent Berdon** requested continuing support for the new Chuuk Campus. Update on the status on the permanent site was provided.
- c. **Regent Waguk** reported nine more teachers still need to complete their degree; Kosrae State is providing their salaries for another year to finish their degree. All Kosrae DOE employees are now on contract. Workshops ongoing to develop criteria for teacher certification.
- d. **Regent Edward** reported he and Regent Mida met with Vice President George who informed them that the access road to the Chuuk Campus permanent site is back on track.

## 7. VP HARRISS' REPORT AND AGENDA ITEMS

- a. **VPIEQA reported** on the National Community College Benchmark Project report highlighting the college's areas of strength and weakness. The data provides an overall idea how the college is doing compared to other colleges. She also reported on the fiber optic plan which will include Chuuk and Yap (satellite for Kosrae); and the self-evaluation report and process.
- b. **Mission Fulfillment Indicator Report** was presented showing how effectively we are meeting the mission. The report indicated mission statement criteria, measures of success, indicator data, threshold, and achievement status. This helps meet accreditation standards and prepare for the vision summit.
- c. **Institution-set standards and strategic plan measures of success** provide benchmarks to measure success and a quick glance on how we meet the standards.

## 8. PRESIDENT'S REPORT

- a. President went over the **outstanding board directives**. Of the three, one regarding clarification of language from the last meeting will be presented at

this meeting. The second on Board of Visitors is being worked on by the Executive Director of the Advancement Office. The third from 2013 established two new board committees. With a small board, the regents act collectively and has not used the committees.

Edward/Mida

*Moved to eliminate the committees on administration and on infrastructure*

CARRIED

- b. **VPIA** reported on two donations that benefit the fisheries and nursing programs; health assistant program in Yap; new articulation agreement with Eastern Oregon University; faculty doing more service learning fostering civic responsibility such as major role of trial counselor and Micronesian studies students in the governor election forum, Teacher Corps students tutoring in the schools, public health students doing a three semester project on health needs of the community, CTE serving centers, and HTM café.
- c. **VPEMSS** is doing degree audits; the president reported on his behalf regarding the upcoming commencement (President Christian will be the commencement speaker); and designation as an Asian American, Native American and Pacific Islander Institution and the benefits.
- d. **VPCRE** distributed recipe calendars created by CRE at Pohnpei Campus; and reported on submission of a \$50,000 grant proposal, annual report to Land Grant in progress, and status on the scholarship grant.
- e. President Daisy expressed appreciation for the role and work of the new Comptroller Roselle Togonon. **VPAS** then highlighted \$97,726 from the Chinese Embassy to replace the floor in the practice gym, ongoing annual maintenance supervisors' workshop-a recommendation from the BECA report to keep the plant current, and a personnel retention rate of 81%. Comptroller Togonon provided the financial status report. The market value of the endowment fund decreased by 6% as of September 30, 2015, and nearly gained it back in October. Current value is at \$4,359 million. Cash reserves is at \$2.867 million. Although revenue projection was not met, the unofficial FY 2015 revenues and expenditures projects a \$106,740 positive fund balance due to a rigorous utilities conservation program. The auditors are due in January. She also provided an update on the five-year financial plan.

## 9. OLD BUSINESS

### a. **Interpretation of Article V, Section 4, of the board bylaws**

This item was deferred from the last board meeting to make the language clearer.

Mida/Edward

*Moved to approve the revision to Article IV, Section 4, of the board bylaws to read: For three years after leaving the board, former regents may not accept a position that was created during his/her tenure.*

PASSED (1 nay)

## 10. NEW BUSINESS

### a. **FY 2017 operations budget**

A 9% increase over previous year's budget is proposed for FY 2017 operations budget based on imbedding accreditation standards on regular bases, addition of an institutional advancement office to provide greater attention to sustaining the college, increase in cost of expenditures, and efforts toward enhancing student success.

Salalu/Edward

*Moved to approve FY 2017 operations budget at \$13,524,169 of which a request of \$3,575,000 be submitted to the National Government. CARRIED*

**b. FY 2017 FSM FMI budget**

The FSM FMI budget is totally subsidized by the National Government. A 5% increase over previous year's budget is proposed for FSM FMI FY 2017 budget to provide for costs that were absorbed by Yap Campus last year.

Salalu/Berdon

*Moved to approve the FSM FMI FY 2017 budget at \$875,611 for submission to the National Government. CARRIED*

**c. FY 2017 auxiliary enterprises budgets**

Auxiliary enterprises at the college are the bookstore and dining hall. A 20% decrease from previous year's budget is proposed for the bookstore due to elimination of the procurement officer (position transferred to administrative services) and need to purchase only the license for the software purchased last year. A 1% increase over previous year's budget is proposed for the dining hall.

Edward/Salalu

*Moved for approval of the FY 2017 budgets for the bookstore at \$89,954 and the dining hall at \$233,729. CARRIED*

**d. FY 2017 Board of Regents budget**

FY 2017 budget for the board of regents is proposed at the same level as last year.

Edward/Salalu

*Moved for approval of the FY 2017 budget for the board of regents at \$105,000 for submission to the National Government. CARRIED*

**e. Deletion of programs**

Four degree program and twelve certificate programs have not been offered for five years and were recommended for deletion. Accreditation standards require the same and accurate information for programs offered and on enrollment reports in all college documents. College catalog currently lists these programs. With the board's approval, a substantive change proposal will be submitted to the Accrediting Commission.

Edward/Mida

*Moved to approve deletion of the proposed programs effective upon approval by ACCJC of the substantive change proposal. CARRIED*

**f. Instructional Affairs policy review**

Policy review continues with the VPIA recommending revisions to four policies to reflect accreditation standards and to reflect current information and deletion of two policies that are information and not policies.

Salalu/Edward

*Moved to approve revisions to BP 3309, BP1500, BP 1520 and deletion of BP 1530 and BP 1560.* CARRIED

**g. Policy on campus shuttle**

Following the shuttle pilot and survey of students, the college determined that the shuttle service is needed and recommended a shuttle fee of \$40 per semester to supplement the cost of running the shuttle. This is an optional service and may be charged to the Pell Grant.

Edward/Mida

*Moved to approve the inter-campus shuttle service fee policy.* CARRIED

**h. Policy deletion**

As part of the college's policy review, cabinet recommended deletion of BP 2002 Continuous Improvement Cycle Policy as it is obsolete and embedded in the college mission statement and strategic plan.

Mida/Salalu

*Moved to approve deletion of BP No. 2002.* CARRIED

**i. Enrollment Management and Student Services policy review**

As part of the continuing policy review, EMSS is recommending revisions to nine policies to update official title. Other information remains the same.

Salalu/Edward

*Moved to approve revisions to BP 4904, BP 4905, BP 4906, BP 4907, BP 4908, BP 4909, BP 4910, BP 4911, and BP 4912.*

CARRIED

11. The board will meet in executive session to complete evaluation of the president and do its self-evaluation. President Daisy went over the new procedures for doing the president's evaluation expressing its merits.

12. Next meeting

The next meeting of the board will be held the first week in April in Kosrae.

13. Adjournment – December 15, 2015

The board scheduled to meet at 9:00 AM the next day for its executive session. The board recessed till then and the meeting was declared adjourned.

Minutes of the COM-FSM Board of Regents meeting of December 15, 2015, approved this 3rd day of May 2016.