

COLLEGE OF MICRONESIA-FSM BOARD OF REGENTS
Minutes of the April 2, 2020, Meeting
Zoom Meeting

Present: Regent Tulensru Waguk, PhD, from Kosrae (chairman); Regent Jesse Salalu from Yap (vice chairman); Regent Pelma J. Mingii representing the National Government (secretary/treasurer); and Acting President & CEO Karen Simion (*ex officio member*)

Absent: Regent Johannes Berdon from Chuuk and Regent Suzanne Gallen from Pohnpei

Resources: Vice President for Administrative Services Joseph Habuchmai; Vice President for Enrollment Management and Student Services Joey Oducado; Vice President for Institutional Effectiveness and Quality Assurance Caroline Kocel; Vice President for Instructional Affairs Karen Simion; Dean of Chuuk Campus Kind Kanto; Dean of Kosrae Campus Nena Mike; Dean of Yap Campus Lourdes Roboman; Dean of Career & Technical Education Center Grilly Jack; Director of FSM Fisheries and Maritime Institute Tioti Teburea; Comptroller Roselle Togonon; Director Cooperative Research and Extension Steven Young-Uhk; Chelsea Rion, Acting Director of Student Life; Shaun Suliol, Director of Information Technology; and Harry Suta, National SBA President.

1. CALL TO ORDER – 2:03 PM

Chairman Waguk called the meeting to order and welcomed everyone for the first Zoom meeting. After a moment of silence everyone recited the mission statement.

2. ROLL CALL

Roll was called; present were Regents Waguk, Mingii, and Salalu. A quorum was declared.

3. REVIEW OF AGENDA

Salalu/Mingii

Moved to adopt the agenda as revised.

CARRIED

4. APPROVAL OF MINUTES – November 27 and December 19, 2019

a. Mingii/Salalu

Moved to adopt the minutes of the November 27 and December 19, 2019, meetings.

CARRIED

5. COMMUNICATIONS - none

6. REGENTS' REPORTS

a. **Regent Waguk** reported no cases of COVID-19 in Kosrae and on initiatives undertaken by Kosrae. He is on the Kosrae COVID-19 Task Force. Schools are still on and United has stopped service to Kosrae.

b. **Regent Salalu** also reported no cases in Ya and thanked the college for helping our students.

c. **Regent Mingii** shared she attended the mid-year graduation, college Christmas party,

farewell reception for Dr. Daisy, and the opening of SBDC. She also thanked the college for their efforts during this time and especially their effort send students home.

7. PRESIDENT'S REPORT

- a. **Acting President** Simion highlighted efforts taken due to COVID-19: 1) activated emergency management team with Director Mendiola as chair and college rep on Pohnpei Task Force and VP Habuchmai as college rep on the National Task Force. The campuses have also activated emergency management task forces and serve on the state task forces; 2) suspended all travel to avoid risk; 3) suspended classes on March 16 for the rest of the term following state guideline; 4) requested shortened term from US Department of Education and ACCJC; 5) effort to return students home; 6) placing employees on administrative leave, except essential workers; 7) planning for summer; 8) working on how to recognize graduates; and 9) sharing with Pacific colleges on handling of COVID-19. Discussion followed on paying essential workers and available funding for COVID-19 expenses.
- b. **VPAS** Habuchmai reported on effect of the COVID-19 on revenue; launch of the traditional canoe; starting traditional navigation course at FMI, completion of the power house at CTEC; recruitment delayed due to travel restrictions; purchase of emergency protective items; cleaning and up keep of the campuses; and status of projects. Comptroller provided the financial status: \$2.5M loss in our total investment due to unpredictable market (endowment fund loss of \$1,051M and cash reserve fund by \$545K) cash balance enough to cover rest of FY for salaries and essential expenses; FY 2020 audit extended due to flights cancelled (some reports submitted); expenditures for C-9 to be billed to national government; summer faculty paid; and \$700,000 received from Friends of COM-FSM.
- c. **VPIEQA** Kocel continues her responsibilities from UK and reported search for new president continues (application deadline May 30); physical inventory conducted at all campuses (872 total computers at all campuses; 304 over five years old); bid out for computers for student use at Yap campus and CTEC; administration of CCSSE (450 responded); IPEDS continuing and meeting internal deadlines; and data on communication and college messages. Webpage includes update on COVID-19.
- d. **VPIA** Simion highlighted the college's Bachelors of Science in Elementary Education program (Fall 2019 13 students: 9 national and 4 Chuuk and Spring 2020: 15 national, 10 Kosrae, 8 Chuuk, and 8 Yap) and ACCJC follow-up visit on the program conducted via Zoom;
 - i. **Yap Campus** Dean Roboman updated on COVID-19 activities: 2 staff on state task force; public awareness and purchasing sanitizers; scheduling staff hours with security fully covered.
 - ii. **FSM-FMI** Captain Teburea reported on shipboard training and fieldwork experience schedule; staffing; graduation plans for May; and new 27-footer boat.
 - iii. **CRE** Director Young-Uhk reported on their outreach schedule of workshops and publications.
 - iv. **Chuuk Campus** Dean Kanto reported on caring for Yap students waiting for ship to return to Yap; success of dual enrollment; and staffing during the virus.
 - v. **Kosrae Campus** Dean Nena 3 SBA successfully completing and certified as first responders and Red Cross CPR training attended by 11 participants.
 - vi. **CTEC** Dean Jack reported on 20 students receiving industry certification from ETA; and their current work schedule.

- b. **VPEMSS** Oducado reported on service to students under lock down due to COVID-19; statistics for Pell awards (94%), SEG, work-study, enrollment, good academic achievement, program completers, and COMET testing and results
- c. **Faculty Staff Senate:** The report is in the meeting e-notebook; bookstore issue resolved.
- d. **Student Body Association:** Harry Suta, national SBA president, presented a PowerPoint on SBA activities at all campuses and plans for moving forward.

9. OLD BUSINESS

a. **Update on President Search**

Job announcement posted yesterday; deadline for applications is May 30.

10. NEW BUSINESS

a. **Recommendation from Raymond James**

Following the December 2019 board meeting when the board approved several recommendations from Raymond James, the college was informed that those changes did not cover all necessary changes.

Salalu/Mingii

Moved to approve the recommendations from Raymond James for: 1) reduction of International Equity from 20% to 15%; 2) inception of Adelante REIT at 5%; 3) reduction of Lazard Emerging Markets asset allocation from 10% to 5%; 4) reduction of Templeton Global Bond fund from 7.5% to 5%; 5) increase of Pacific Income Core Fixed Income by 2.5%; and 6) full rebalance of our portfolio.

CARRIED

f. **Review of Instructional Affairs Policies**

Instructional Affairs reviewed three policies; one with no recommended change and two with changes to update or clarify information.

Mingii/Salalu

Moved to approve the review of BP 3307 Final Grade Report and revisions to BP 3304 Textbook Adoption, and BP 3309 Course Syllabus.

CARRIED

g. **Review of Human Resources Policies**

Per the master planning calendar for review of policies, three policies were reviewed with no recommended change for one and no recommended changes to content matter, only formatting and reorganization, to the other two.

Mingii/Salalu

Moved to approve the review of BP 6027 Tuition Waiver and Reduction and revisions to BP 6029 Code of Ethics and BP 6030 Emeritus Professor.

CARRIED

11. NEXT MEETING

The actual date to be determined when the COVID-19 situation is clearer.

12. ADJOURNMENT – April 2, 2020

The meeting adjourned at 4:38 PM.