

COLLEGE OF MICRONESIA-FSM BOARD OF REGENTS
Minutes of the December 13, 2017, Meeting
New Zealand Room, LRC Building, National Campus, Pohnpei

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

Resources: Vice President for Administrative Services Joseph Habuchmai; Vice President for Institutional Effectiveness and Quality Assurance Frankie Harriss, EdD; Vice President for Instructional Affairs Karen Simion; Dean of Chuuk Campus Kind Kanto; Dean of Kosrae Campus Nena Mike; Dean of Yap Campus/FSM FMI Lourdes Roboman; Director of Career and Technical Education Center/Pohnpei Campus Grilly Jack; Comptroller Roselle Togonon; Director of Cooperative Research and Extension Engly Ioanis; and Wilson Hess, consultant

Guests: Daniel Roland from Raymond James

1. CALL TO ORDER - 9:02 AM

Chairman Waguk called the meeting to order. A moment of silence followed. The chair then recited the mission statement. With all regents present, a quorum was declared. The chair welcomed and introduced the new regent, Pelma J. Mingii.

2. ELECTION OF OFFICERS

Regent Berdon nominated and Regent Edward seconded Tulensru Waguk as chairman.

CARRIED

Regent Salalu nominated and Regent Edward seconded Johannes Berdon as vice chairman.

CARRIED

Regent Edward nominated and Regent Berdon seconded Jesse Salalu as secretary/treasurer.

CARRIED

The newly elected officers expressed their appreciation in the trust placed in them and looked forward to working with everyone to move the college forward.

3. REVIEW OF AGENDA

President Daisy informed that Dan Roland from Raymond James is coming at 2:00 and will give his full report then. Since the president just completed his quadrennial evaluation in 2017, his next evaluation will be in 2018. The forms for the board self-evaluation were given to each regent to complete and evaluation to be completed at the next meeting.

Edward/Salalu

Moved to accept the agenda with the recommended change.

CARRIED

4. APPROVAL OF MINUTES – September 14, 2017

Berdon/Salalu

Moved to adopt the minutes of the September 14, 2017, meeting as presented.

CARRIED

5. COMMUNICATIONS

- a. Email message from new ACCJC president accepting invitation to the 25th anniversary celebration;
- b. Letter from Dr. Winn, ACCJC president, regarding changes to accreditation standards as it relates to COM-FSM;
- c. Letter from Ambassador Apis regarding invitation to visit Hainan University and establish cooperative relations;
- d. Letter from Dr. Winn regarding assigning liaison between ACCJC and the college.

6. REGENTS' REPORTS

- a. **Regent Waguk** reported on the new salary guidelines in Kosrae which recognizes teachers with the 3rd –year certificate; FACSSO meeting during which teacher certification, school accreditation, review of teacher education policies, and COM-FSM bachelor's program in elementary education; fiduciary conference and basic course on investment. He recommended all regents taking that course.
- b. **Regent Berdon** pressed for making the new Chuuk Campus a priority saying Chuuk did its part by providing the \$3 million and now the college needs to do its part. The process for getting IDP approved and the status of Chuuk Campus in that regard were explained.
- c. **Regent Salalu** reflected on college improving through teamwork and expressed his appreciation; commended Dean Roboman for overseeing two campuses; and congratulated Regent Mingii as the new regent.
- d. **Regent Edward** welcomed all to Pohnpei and said he continues to value his department's partnership with the college. He is working on a number of issues which will come full circle and impact the college and encourages strengthening the partnership. He also welcomed Regent Mingii.
- e. **Regent Mingii** felt honored to be back at the college and promised her best to represent the college.

7. PRESIDENT'S REPORT

- a. **President**

The president conveyed his appreciation to his vice presidents, deans, and the board for their work and support saying he is honored to work with an exemplary team. He acknowledged the leadership of former Regent Kasio Mida and welcomed Pelma Mingii the new regent. He reported the facilities master plan continues with current projects, including Chuuk campus; our financial position strong; feasibility study for a bachelor's program in elementary education in progress; study on economic impact of the college continues; the possibility of fiber optic at all campuses; 25th anniversary updates; and initiatives toward access. The president is confident of the sustainability of the college; so the college can now reach out to assist the departments of education to develop a strong K-12 system which will help us. We are ending 2017 on a positive note.
- b. **VPAS** reported completion of the FY 2019 budget with wider input; installation of a repeater communication system to provide wider coverage; updates on capital projects, including details on status of Chuuk campus.
- c. **VPIEQA** briefed the board on the measures of success for the two new strategic directions for the college: 1) innovate academic quality to ensure student success; and 2) strengthen resources to meet current and future needs.

- i. **Institution Set Standards (ISS):** Of the 13 ISS, 11 have been achieved, but none of the stretch targets.
- ii. **Mission Fulfillment Indicators:** COM-FSM has achieved, or minimally achieved 87.5% (21/24) of its mission indicators, exceeding the required 71% (17/24) necessary for mission fulfillment.
- d. **VPIA** reported on the opening of ISLET to provide support and professional development for faculty to enhance student learning; presentation by college personnel at various conventions; \$20,000 grant from APIC to enhance library collection at Kosrae campus; working on another proposal to enhance libraries at all campuses for the fourth-year program in education; MOU with NDOE to improving quality teacher education; and highlights from the Doctors and Dentists for Tomorrow program,
- e. **VPEMSS** reported on the commendation from the US Department of Education for timely reporting and maintaining 100% accuracy in its reporting; commencement updates; financial aid statistics; student engagement activities; enrollment statistics; plans for COMET; veterans statistics;
- f. The board accepted the **Faculty Staff Senate** and **Student Body Association** written reports in the notebook.

7. OLD BUSINESS

a. Chuuk Campus

Regent Berdon urged the administration to make building the new Chuuk campus a top priority. The established the facilities master plan, IDP approval process, and status of projects were explained. Chuuk campus is among the projects in process. President Daisy assured that the college is attentive to Chuuk's situation, but our plans are integrated with FSM's IDP.

8. NEW BUSINESS

a. FY 2019 Operations Budget

Edward/Salalu

Moved to approve the FY 2019 operations budget of \$13,538,503 including an appropriation of \$3.8 million for submission to the FSM National Government. CARRIED

b. FY 2019 FSM FMI Budget

Edward/Berdon

Moved to approve the FSM FMI FY 2019 budget of \$875,611 for submission to the FSM National Government. CARRIED

c. Policy Review – Chapter 1

In August 2014, the board directed that all college policies be reviewed in five-year cycles. A schedule was developed to ensure all policies are reviewed within the next five years. BP 1340 Annual Report Policy and BP 1350 Periodic Survey are scheduled for review at this meeting. No changes are recommended as the policies are from the law that established the college, but noted the need to cite the enabling law as reference. While not yet up for review, BP 1000 Brief History of the College, BP 1020 Past and Present Board Members, and BP 1201 Current Board Members were recommended for deletion as they are not policies.

Salalu/Mida

Moved to approve the recommended changes to Chapter 1 including citing references in BP 1340 Annual Report and BP 1350 Periodic Survey and eliminating of BP 1000 Brief

History of the College; BP 1020 Past and Present Board Members, and BP 1201 Current Board Members. CARRIED

d. **Revised BP 6001 Purpose and Scope**

Recommended changes include improvement to the format and clarifying adherence to the policy.

Salalu/Berdon

Moved to approve revisions to BP 6001 Purpose and Scope.

CARRIED

e. **Revised BP 6018 Termination**

Recommended changes include improvement to the format; adding appropriate language under Section 2 to provide reasonable accommodation; modifying Section 4.C.2 to clarify the provision requiring contact of the employee; adding new language requiring documentation of attempts made but not requiring actual contact with employee; and adding a sub-section in Section 4.E to clarify that employees terminated for disciplinary action under this policy have the option to grieve.

Salalu/Berdon

Moved to approve revisions to BP 6008 Termination.

CARRIED

f. **Revised BP 6023 Outside Employment and Activities**

Recommended changes include improvements to the format; listing prohibited employment/activities outside the college; adding a paragraph explaining/clarifying conflicts with outside employment/activities; and defining outside employment/activities to further clarify the policy.

Salalu/Mida

Moved to approve revisions to BP 6023 Outside Employment and Activities.

CARRIED

g. **Revised BP 6032 Controlled Substance-Free and Alcohol-Free Workplace Policy**

Recommended changes include improvements to the format; adding section on application and prohibition for clarity and adding specifics to make policy clearer; and defining illicit controlled substances and adding it as the last section.

Berdon/Salalu

Moved to approve revisions to BP6032 Controlled Substance-Free and Alcohol-Free Workplace Policy.

CARRIED

h. **Accreditation Follow-Up Report**

The follow-up report is due October 15. The draft report was presented by VP Harriss. Final review and edits still to be done before submission. The board chair will be given the final copy and will sign off on it before it is sent.

Mida/Salalu

Moved to endorse the draft Accreditation Follow-Up Report.

CARRIED

i. **Resolution – Ringlen Ringlen**

Salalu/Berdon

Moved to pass a resolution to recognize and commend Ringlen Ringlen upon his retirement for nineteen years of service to the college.

CARRIED

9. EXECUTIVE SESSION

The board scheduled their executive session following the open meeting.

10. NEXT MEETING

The next meeting of the board will be held the week of December 11 in Pohnpei.

11. ADJOURNMENT – September 14, 2017

After closing remarks and announcements the board declared the open meeting adjourned.

Minutes of the COM-FSM Board of Regents meeting of September 14, 2017, approved this 13th day of December 2017.