

College of Micronesia – FSM
Committee (Working Group) Minutes Reporting Form

Committee or Working Group:	Cabinet
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Date:	Time:	Location:
December 22, 2009	9:00am-11:15am	President's conference room

Cabinet Members	Present	Absent	Remarks
▪ <i>Spensin James (President)</i>	X		
▪ <i>Joseph Habuchmai (VPAS)</i>	X		
▪ <i>Ringlen Ringlen (VPSS)</i>	X		
▪ <i>Jim Currie (VPCRE)</i>	X		
▪ <i>Jean Thoulag (VPIA)</i>	X		
▪ <i>Joseph Saimon (ALO)</i>	X		
▪ <i>Norma Edwin (Exec. Assistant to Pres.)</i>	X		
▪ <i>Penny Weilbacher (Dir. PNI Campus)</i>		X	
▪ <i>Lourdes Roboman (Dir. Yap Campus)</i>		X	
▪ <i>Kalwin Kephass (Dir. KSA Campus)</i>	X		
▪ <i>Joakim Peter (Dir. CHK Campus)</i>	X		
▪ <i>Matthias Ewarmai (Dir. FSM-FMI)</i>		X	
▪ <i>Faustino Yarofaisug (Pres. Faculty/Staff Senate)</i>	X		
▪ <i>Babyano Rateleilug (SBA President)</i>		X	

Additional Attendees:	
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Agenda/Major Topics of Discussion:
<ul style="list-style-type: none"> ▪ BOR Directives from Yap meeting ▪ List of things to do from the Yap meeting ▪ Update on the self-study report ▪ Preparations needed before the Team visit in March ▪ Miscellaneous ▪ Questions on shared information ▪ Adjournment

Discussion of Agenda/Information Sharing:
<ul style="list-style-type: none"> ▪ BOR Directives from Yap meeting: The BOR members elected their officers as followed; Graceful Enlet (Chairman), Lyndon Cornelius (Vice Chairman), and Mary B. Figir (Secretary/ Treasurer). The BOR approved the balanced performance budget for FY 2010, the FY2011 operations budget for FSM-FMI, IDP budgets for FY 2011, BOR budget for FY 2011, FY 2011 operations budgets for auxiliary enterprises, increase in technology fee for implementation in Spring semester 2010, use of the \$150,000.00 from fund balance for the job audit, and the minutes of August 25-26, 2009 was adopted. The FY2010 expenditure budget was reduced to \$11,578,826.00 to show the \$100,000.00 reduction in FSM appropriation. The BOR deferred actions on the MOU between COM-FSM and COM. The next Board meeting will be held in Pohnpei and exact dates are to be determined later. ▪ To do list: The president made assignments to all cabinet members from Yap Board meeting to do list. ▪ Update on the self-study report: ALO reported that the self-study report needs to be mailed out as soon as it is done. He also said that the college will be having a pre-visit on the 19th of January 2010.

The president needs to contact Barabara Beno regarding the pre-visit.

- **Preparations needed before the Team visit in March:** The president reported that according to Floyd, the college will be expecting 12-15 people for the accreditation visit in March 2010. Joseph Habuchmai, VPA and Francisco Mendiola will be working together on renovating and repainting the building before the site visit in March 2010. The president will be sending ALO to all state campuses to prepare for the site visit.

- **Miscellaneous:**

- **Lottery for tuition waiver:**
- **Sponsor Programs:**
- **Memorial services for Benson Moses:**

- **Announcement:** The president reported that the college will be addressing payroll on the 30th, employees are to take administrative leave on the 24th and 31st and Yap campus and FSM-FMI are to take leave on the 23rd, 24th, and 31st of December 2009.

- **Adjournment: VPCRE moved and ALO seconded that the cabinet meeting be adjourned. Motion passed and the meeting adjourned at 11:15am.**

Comments/Upcoming Meeting Date & Time/Etc.:
▪

Handouts/Documents Referenced:
<ul style="list-style-type: none"> ▪ Actions and directives for COM-FSM ▪ To do list ▪ Directives for the College of Micronesia ▪ Raffle for the tuition waiver

College Web Site Link:
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Prepared by:	Camihla Santos Clerk IV	Date Distributed:	
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Approval of Minutes Process & Responses:
▪ None

Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:			
1. Agenda: The recommendation is to include the raffle on tuition waiver, sponsor programs and memorial service for Benson Moses under miscellaneous. ALO moved and VPCRE seconded the cabinet members adopt the modified agenda. The motion passed unanimously.			
Action by President:	Item numbers:	Date:	Comments/Conditions:
Approved:			
Approved with conditions:			
Disapproved:			