

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

Committee or Working Group:	Cabinet
------------------------------------	---------

Date:	Time:	Location:
September 29, 2009	9:00am	President’s Conference room

Members Present:		Members Absent:
▪ President	▪ VPAS	▪ SBA President ▪ ALO
▪ Faculty/Staff Senate Pres.	▪ VPSS	
▪ VPCRE	▪ VPIA	
▪ Dir. PNI Campus	▪ Dir. Yap Campus (Call in)	
▪ Dir. KSA Campus (Call in)	▪ Dir. CHK Campus (Call in)	
▪ Exec. Assistant to Pres.	▪	

Additional Attendees:	
------------------------------	--

Agenda/Major Topics of Discussion:
<ul style="list-style-type: none"> ▪ Status of modification of the current system ▪ Request for funds for the job audit ▪ Status of contingency plan for Chuuk campus. ▪ Status of the review of the MOU between COM and COM-FSM ▪ To do list ▪ Timeline for next BOR meeting ▪ Information Sharing (Please see attachments)

Discussion of Agenda/Information Sharing:
<ul style="list-style-type: none"> ▪ Agenda: The cabinet members review the agenda and included the information sharing on other standing committees. VPCRE moved and VPSS seconded that the cabinet members adopt the modified agenda. Motion passed unanimously. ▪ Status of the modification of the current system: <ul style="list-style-type: none"> ➢ VPAS reported that the PRC is still waiting for the reports from the AdHoc group that was assigned to work on the stream lining. VPSS added that Jimmy Hicks is still working on the data collection and will schedule a meeting next week. The plan on the status of the modification of the current system is still ongoing so it was agreed that the cabinet will provide the Board with an update only. ▪ Request for funds for the job audit: <ul style="list-style-type: none"> ➢ President reported that the request for proposal for the job audit has been approved by the Board and sent out for advertising. The total cost for the job audit is “between” \$160,000.00 to \$200,000.00 plus \$5,000.00 for advertising. Funds need to be identified for this. The executive assistant to the president suggested cutting the cost for advertising. ▪ Status of contingency plan for Chuuk campus: <ul style="list-style-type: none"> ➢ The college needs a write up plan by the end of this month to include in the self study report. The working group will meet on Thursday, October 1, 2009, to finalize the contingency plan for Chuuk campus. On September 28, 2009, the president met with the Vice President of the FSM, who recommended that the college should look at our budget for 2010 and see if the college could include something for Chuuk campus. He responded that it was already too late to make any changes for FY 2010. The plan needs to finish up at the end of this month or early next month so the write up could be included in the self-study report. ▪ Status of the review of the MOU between COM and COM-FSM: <ul style="list-style-type: none"> ➢ The Board approved establishing a panel to review the MOU between COM and COM-FSM. The panel includes the President, Jimmy Hicks, Kasio Mida, VPA and Stephen V. Finnen, college legal counsel. They have met and discussed the MOU between COM and COM-FSM. The comments were given to him and he will update the MOU. The MOU is link to treaty and the FSM government is planning to sign the treaty

again for another two years starting from 2009-2011. Also the treaty needs to be updated.

- **To do list:**
 - The cabinet members reviewed the list from August 2009 BOR meeting and go over the assignments.
- **Timeline for next BOR meeting:**
 - Executive Assistant to the president already emailed out the timeline for the next BOR meeting. FSM-FMI will host the next BOR meeting.
- **Information sharing: (Additional information sharing includes)**
 - ❖ **VPSS:** Need to follow up on that IMF for the gymnasium floor. VPAS to follow up on the refund procedure.
 - ❖ **VPAS:** The IMF for \$600,000.00 is now available for maintenance and renovation. They are still working on the plan on prioritizing the money.
 - ❖ **VPIA:** The Chinese Ambassador’s wife will be visiting the college at 10am-12pm.
 - ❖ **Dir. PNI Campus:**
 - ✓ September 30, 2009, is the last day for the PSBDC staff and they will have their farewell luncheon at the Pohnpei campus conference room.
 - ✓ Governor John Hesa has hired a lobbyist in DC.
 - ✓ The \$50,000.00 from USDA grant is for training.
 - ❖ **VPCRE:** The USDA funding authorization does not include CARIPAC. The VPIA and VPCRE needs to meet with Kyoshi Phillip regarding his visit in Michigan State.
- **Adjournment:**
 - **VPSS moved and VPCRE seconded that the cabinet meeting be adjourned. The motion passed and the meeting adjourned at 10:30am.**

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

Handouts/Documents Referenced:
 ▪

College Web Site Link:
 ▪

Prepared by:	Camihla Santos Clerk IV	Date Distributed:	10/5/2009
---------------------	----------------------------	--------------------------	-----------

Approval of Minutes Process & Responses:
 ▪

Submitted by:		Date Submitted:	
----------------------	--	------------------------	--

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

1.			
Action by President:	Item numbers:	Date:	Comments/Conditions:
Approved:			
Approved with conditions:			
Disapproved:			