

**College of Micronesia – FSM
Committee Minutes Reporting Form**

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

Date: July 6, 2012	Time: 10:15 a.m. – 11:50 a.m.	Location:
		President's conference room

Members Present:				
Members:	Name:	Present:	Absent:	Remarks:
President	Joseph Daisy	x		
VPIA	Mariana Ben Dereas	x		
VPAS	Joseph Habuchmai	x		
VPSS	Ringlen Ringlen	x		
VPCRE	Sonny Padoc	x		Acting
VPIEQA	Frankie Harriss	x		
President, SBA				
President, FSS				
Executive Assistant	Norma Edwin	x		Recorder
Executive Secretary	Hadleen Hadley		x	

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

Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Call to order 2. Roll call; declaration of quorum 3. Review of agenda 4. Action items <ol style="list-style-type: none"> 1. IOM student volunteer assistance 2. Beca International energy audit proposal 3. SCUP webinar 4. Management team composition 5. Accreditation next steps 5. Approval of minutes <ol style="list-style-type: none"> 1. June 1, 2012 2. June 29, 2012 6. Other reports 7. Adjournment

Discussion of Agenda/Information Sharing:
<ol style="list-style-type: none"> 1. Approval of Minutes The minutes of the June 1, 2012, and the June 29, 2012, meetings were distributed earlier for review. VPAS moved and VPSS seconded to adopt both minutes as amended by President and VPIEQA. Both minutes were adopted as amended.

Comments/Upcoming Meeting Date & Time/Etc.:
<ul style="list-style-type: none"> ▪ IOM student volunteer assistance – The President received a letter from OIM regarding

establishment of a cadre of student volunteers to help with national emergencies. He thought it was a good idea, and forwarded it to it to a VP to handle who forwarded it to Ankie to draft the respond who then contacted the President saying it was a good idea and suggested inviting them to a meeting with us. This is a perfect example of passing the buck. When the President asks something, be handled, he deems it your responsibility to follow through and report back; you may interact with others for resource. VPIEQA suggested going further and develop a relationship that would be advantageous to the college, such as help review our disaster plan, coordinate our plan with the governments'. Given the high level of interest, possibility of US funding and long term integration, the President will invite Mr. Ashley Carl to the next Cabinet meeting.

- **SCUP webinar** –The webinar is on prioritization of administrative programs. We have purchased viewing for a month and as many people as possible should view it. The Cabinet will view it first on Monday and then determine the next steps; preferred time should be set to Norma. Following that, each VP should view it with their staff with a focused discussion afterward.
- **Beca International energy audit proposal** – Since the proposal was just disseminated, the President wanted the Cabinet to review it first and then discuss it during the next meeting.

Handouts/Documents Referenced:

-

College Web Site Link:

-

Prepared by:	Camihla Santos Clerk IV	Date Distributed:	
---------------------	----------------------------	--------------------------	--

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:			