

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

<b>Committee or Working Group:</b>	Cabinet
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<b>Date</b>	<b>Time</b>	<b>Location</b>
April 10, 2015	9:00AM-10:00AM	President's Conference Room

<b>Members</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
President	Joseph M. Daisy		x	Off-island
VPAS	Joseph Habuchmai	X		
VPCRE	Jim Currie	x		
VPIA	Karen Simion	x		
VPIEQA	Gordon Segal	x		PROXY- Gordon Segal-Acting
VPSS	Joey Oducado	X		
Chief of Staff	Universe Yamase	x		Recorder

<b>Additional Attendees:</b>	
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<b>Agenda/Major Topics of Discussion:</b>
<ol style="list-style-type: none"> <li>1. Approval of Minutes             <ol style="list-style-type: none"> <li>I. March 27, 2015</li> </ol> </li> <li>2. Old Business             <ol style="list-style-type: none"> <li>A. VPCRE                 <ol style="list-style-type: none"> <li>I. Administrative Procedure No. 5608</li> </ol> </li> <li>B. VPIA                 <ol style="list-style-type: none"> <li>I. Will contact Dr. Dacanay to provide data on its nursing students who took the National Council Licensure Examination (NCLEX). VPIA will also help to provide data on the National State Teacher Test (NSTT) for COM-FSM student who took the NSTT.</li> </ol> </li> <li>C. VPSS                 <ol style="list-style-type: none"> <li>I. Provide a contact list of admission officers from universities abroad who could assist with providing information on COM-FSM transfer students</li> </ol> </li> </ol> </li> <li>3. New Business             <ol style="list-style-type: none"> <li>A. VPIA                 <ol style="list-style-type: none"> <li>I. Vacant Position to request filling (Education)</li> </ol> </li> </ol> </li> </ol>

<b>Discussion of Agenda/Information Sharing:</b>
<ol style="list-style-type: none"> <li>1. Approval of Minutes</li> </ol>

- I. March 27, 2015- VPCRE motioned to endorse the minutes with any changes and/or corrections that were sent electronically. VPSS seconded. Cabinet approved minutes.
- 2. Old Business
  - A. VPCRE
    - I. Administrative Procedure No. 5608- This agenda item will be deferred to the next cabinet meeting until the document has been reviewed and corrected in its entirety.
  - B. VPIA
    - I. Will contact Dr. Dacanay to provide data on its nursing students who took the National Council Licensure Examination (NCLEX). VPIA will also help to provide data on the National State Teacher Test (NSTT) for COM-FSM student who took the NSTT- At the moment, there has not been nursing student who took the NCLEX. They all work in FSM. Students who are interested in taking the NCLEX would have to go to Guam. Dr. Dacanay is looking at trying to be a NCLEX administrator here in FSM. The NSTT data is with the COM-FSM Education department. Data will be collected on April 30, 2015, from the Education department.
  - C. VPSS
    - I. Provide a contact list of admission officers from universities abroad who could assist with providing information on COM-FSM transfer students- Still in progress. Will have the contact list sent to IRPO next week (April 13-17, 2015).
- 3. New Business
  - A. VPIA
    - I. Vacant Position to request filling (Education)-VPCRE motioned to adopt the request to fill the vacant Education position. VPSS seconded. Cabinet approved. VPIA proposed to advertise the position before end of May 2015.

- Comments/Upcoming Meeting Date & Time/Etc.:**
- VPAS informed that there is 2014 audit happening in the Business Office. In addition, VPAS informed that the Friends of the College of Micronesia-FSM, Inc, will need to be audited. Will communicate to president.
  - VPCRE will work with VPAS to allocate funds for the health fair program CRE is organizing.

- Handouts/Documents Referenced:**
- Administrative Procedure No. 5608
  - April 10, 2015, agenda
  - March 27, 2015, cabinet minutes
  - Vacant Position Request for Education

**College Web Site Link:**

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<b>Prepared by:</b>	COS	<b>Date Distributed:</b>	April 16, 2015
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**Approval of Minutes Process & Responses:**

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<b>Submitted by:</b>		<b>Date Submitted:</b>	
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<b>Summary Decisions/Recommendations/Action Steps/Motions with Timeline &amp; Responsibilities:</b>
<ol style="list-style-type: none"><li>1. VPAS will update on the contact list to IRPO</li><li>2. VPIA will update on the NSTT from the education department</li></ol>