

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

Committee or Working Group:	Cabinet
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Date:	Time:	Location:
August 29, 2022	10:00 – 11:55 a.m.	President’s conference room

Members Present:				
Members:	Name:	Present:	Absent:	Remarks:
Interim President	Emmanuel Mori	x		
VPAS	Joseph Habuchmai	x		
VPEMSS	Joey Oducado	x		
VPIA	Jennifer Helieisar	x		Acting
VPIEQA	Shaun Sulioi		x	Acting

Additional Attendees:	Hadleen Hadley (transcriber)
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Draft Agenda for Board of Regents’ meeting 2. Adjournment

Summary of Recommendations with Suggested Timeline & Responsibilities:
<ul style="list-style-type: none"> • Interim President called the meeting to order at 10:02 a.m. • Cabinet agreed to move agenda items listed under #10a. to f under #7 Board reports • There will be a meeting to discuss the new Strategic Plan 2023-27 on August 31, 2022 at 10:00 a.m. • VPAS is to provide the college’s Organizational Chart. • There will also be a budget planning meeting for FY2024 on Tuesday, August 30, 2022 at 10:00 a.m. • The meeting adjourned at 11:55 a.m

Discussion of Agenda/Information Sharing:

Interim President called the meeting to order at 10:02 a.m.

The college’s Board of Regents will meet on Friday, September 09, 2022. Cabinet reviewed the draft agenda for the Board’s meeting. Listed under New Business 10a-f are maternity leave; annual leaves, frozen salaries; 401k; working remotely, and mental healthcare. Clarifications were shared regarding development of the Board’s meeting agenda items. Items and issues are requested to be included in the Board’s September meeting. Cabinet agreed to move these items and/or issues under #7 Board reports to get clear understanding and directive in which the Administration should respond to.

The college's current Strategic Plan 2018-22 is ending soon. A meeting is scheduled for Wednesday, August 31, 2022 at 10:00 a.m. to discuss the new 2023-27 Strategic Plan direction and development. Thoughts for consideration when developing the strategic direction include upgrade of online delivery of courses, automating the college system wide, going paperless and being responsive to stakeholders.

VPAS is to provide Interim President Mori a copy of the college's organizational chart. President Mori shared thoughts on filling vacant position, re-organizing which included succession plan. Succession plan involves appointment of one vice president as executive vice president who will step in and take responsibility if and when the president is incapacitated.

There will be a budget planning meeting on Tuesday, August 30, 2022 at 10:00 a.m. to discuss the budget guidelines and preparation for FY2024.

Adjournment: VPEMSS moved and VPAS seconded that the meeting adjourns. Motion carried and the meeting adjourned at 11:55 a.m.

Comments/Upcoming Meeting Date & Time/Etc.:
<ul style="list-style-type: none"> ▪ Board of Regents meeting is scheduled for September 09, 2022 ▪ There will be a meeting on August 31, 2022 at 10:00 a.m. for the college's new Strategic Plan 2023-27 ▪ There will be a budget planning meeting on September 30, 2022 at 10:00 a.m.

Handouts/Documents Referenced:
College Web Site Link:

Prepared by:	Hadleen Hadley	Date Distributed:	
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Approval of Minutes Process & Responses:
Minutes were emailed out to Cabinet for review and the minutes were adopted at its 22 September 22 meeting

Submitted by:	Hadleen Hadley	Date Submitted:	
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Action by President:	Item numbers:	Date:	Comments/Conditions:
Approved:			
Approved with conditions:			
Disapproved:			