

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

Committee or Working Group:	Senior Leadership Team (SLT)
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Date: 08 August 2025	Time: 3:00 -4:58	Location: Pres Conf. Rm.
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Members Present:	Members Absent:
President VPIS (via zoom) VPIA (Sick) VPEMSS A/g VPIEQA Gee Bing The Comptroller	

Additional Attendees:	ES II Senniesha, EO Lisa, & IT Consultant Dhiraj
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Agenda/Major Topics of Discussion:

- 1. Welcome by President**
- 2. Prayer by ES II Senniesha Santos**

Discussion of Agenda/Information Sharing:

1. Welcome: President
2. Prayer: ES II Senniesha
3. Minutes from the previous SLT Meetings to be reviewed: Deferred to the next SLT Meeting
 - Approved:
 - Disapproved:
0. REPORTS: No reports
 - President
 - a. SUMMARY REPORT OF THE JEMCO meeting: August 6, 2025: 10am: [Refer to the "UOG Drone Corps" attachment].
 - a. SUMMARY REPORT OF THE UoG meeting: August 6, 2025: 2pm: [Refer to the "JEMCO meeting Aug0625" attachment].

a. L5 meeting update with Mr. Mida

0.

- VPIS
 - COMPTROLLER:
- VPEMSS
- VPIA- Apologies (Sick)
- A/g VPIEQA
 - IT Consultant

0. Old business

a. Update on the Technology Fee balance

a. Reminder: Program Assessments

0. New Business

a. Change of the "HR Manager" title to "Executive Director"; - table for the next meeting

a. Change the "IT Director" title to "Chief Technology Officer; - table for the next meeting

a. Advertisement for the IEQA position.

a. Pre-JEMCO meeting update

a. New PPRs (Instructional Affairs)

0. Miscellaneous:

a. Update on the Standing Committee List (re-structure)

a. Budget Development for FY27

0. Adjournment: 4:58

Agenda Item 4: Reports

- President's Report:
 - Summary report of the JEMCO meeting on August 6, 2025, highlighted an increase in submission amount to \$5 million.
 - Update on UOG Drone Corps and L.5 hotel meeting with Mr. Mida: potential college acquisition discussed to support college growth.
 - Motion: To consider hotel purchase as a strategic investment.
 - Objective: Enhance college asset portfolio and long-term planning.
- VPIS, Comptroller, VPEMSS, VPIA, A/g VPIEQA (Gee Bing), IT Consultant:
 - No formal reports submitted.
 - Acting VPIEQA Gee Bing introduced and welcomed.

Agenda Item 5: Old Business

- Technology Fee Balance Update:
 - Controller Roselle provided an update on the \$62,000 ASC balance to be returned to departments.
- Program Assessments Reminder:
 - The deadline extended to the end of August for submission.
 - Discussion on challenges with Nuventive system access affecting assessments.
 - Motion: Extend assessment deadline to end of August to accommodate technical challenges.
 - Objective: Ensure quality and completeness of program assessments.

Agenda Item 6: New Business

- Title Change Motions:
 - Motion to change "HR Manager" title to "Executive Director" tabled for next meeting discussion.
 - Motion to change "IT Director" title to "Chief Technology Officer" tabled for next meeting discussion.
 - Objective: Align position titles with current institutional needs and roles.
- IEQA Position Advertisement:
 - Review and preparation for advertisements discussed by Gee Bing.
 - Objective: Attract qualified candidates aligned with institutional mission.
- Pre-GEMCO Meeting Update:
 - Preparation for upcoming JEMCO reports and presentations requiring detailed narrative and data trends.
- New PPRs (Instructional Affairs):
 - Updates forthcoming; no detailed discussion recorded.

Agenda Item 7: Miscellaneous

- Standing Committee List Re-structure:
 - The President Dr. Theresa and Gee Bing discussed issues with committee attendance.
 - Motion: Issue consequences for non-attendance and restructure committee meetings with input from Gee Bing and Lisa.
 - Objective: Improve committee effectiveness and accountability.
- Budget Development for FY27:
 - FY27 budget guidelines to largely follow FY26 guidelines.

- Coordination on aligning funds with strategic plans and Key Performance Indicators (KPIs).
- Salary Disparity Among Vice Presidents:
 - Discussion on VP salary gaps with a focus on achieving 10-15% increase by FY26, pending additional funding from JEMCO.
 - Objective: Address equity and retention of senior leadership.
- Grant and Funding Initiatives:
 - Updates on nutrition awareness program proposal (\$189,000) and UNESCO culture teacher training grant under review by SLT.
 - Discussion on strengthening grant coordination and sponsor program office.

Summary of Motions and Objectives

- Postpone approval of previous meeting minutes until the next meeting for accuracy.
- Consider L.5 hotel purchase as a strategic asset to enhance the College's long-term growth.
- Extend program assessment submission deadline to end of August due to Nuventive system challenges.
- Table title changes for HR Manager and IT Director for further discussion. The IT Director salary range, \$45,000-\$51,000 was approved by the SLT.
- Issue consequences for standing committee non-attendance and restructure committees for better engagement.
- Address salary disparities among VPs with target increases contingent on JEMCO funding.
- Sinobu, VP Joey, and Comptroller Roselle to prepare budget guidelines by early next week.
- All VPs submit and review 2024-2025 assessment reports and 2025-2026 assessment plans by the end of August.
- Comptroller Roselle to allocate the \$60,000 ASC features balance among departments as soon as possible.
- VP Steven and the Comptroller to review and update the IPS and forward it to SLT for review promptly.
- SLT to review and approve allocation of technology fee revenue collections.
- Comptroller Roselle to implement a priority allocation system for student fee payments.
- VP Steven to submit a solar proposal to the Department of Interior next week.
- SLT to review and consider revision of the teaching clinic MOU.
- SLT to review and consider the \$189,000 nutrition awareness program proposal from R&D.
- SLT to review the UNESCO Culture Teacher Training Grant proposal.
- The VPs obtain names of Standing Committee members from chairs and issue consequences for non-attendance.
- The President Dr. Theresa to work with Gee Bing and Lisa to review committee structure and meeting schedules.
- The A/g VPIEQA to conduct an assessment of the previous committee system.
- The President Dr. Theresa and A/g VPIEQA to review the Workforce Development position.

- The President Dr. Theresa and A/g VPIEQA to review the IT Director/Chief Technology Officer title change.
- SLT to review and update the IEQA job description.
- VPs to update graduate numbers and survey data for the JEMCO presentation.
- The President Dr. Theresa and Comptroller to prepare a narrative for the JEMCO presentation showing 5-year trends and impacts.
- The President Dr. Theresa and Comptroller to meet with the Chair to explain JEMCO presentation materials.

Comments/Upcoming Meeting Date & Time/Etc.:

Handouts/Documents Referenced:

College Website Link:

Prepared by: ES II & EO
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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:			