

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

Committee or Working Group:	PLANNING & RESOURCES COMMITTEE
------------------------------------	---

Date: August 13, 2009	Time: 10:00 a.m.	Location: Pres. Conf. Room
------------------------------	-------------------------	-----------------------------------

Members Present:		Members Absent:
▪ Joseph Habuchmai, VPAS	▪ Spensin James, President	▪ Martin Mingii, ASA
▪ Jimmy Hicks, Dir/IRPO	▪ Francisco Mendiola, Dir/FM&S	▪ Dayle Dannis, SP
▪ Danny Dumantay, Comptroller	▪ Joe Saimon, Dir/DCR	▪ Eddie Haleyalig, Dir/FAO
▪ Rencelly Nelson, Dir/HRO	▪ Gordon Segal, Dir/IT	▪ Joey Oducado, A.Dir/OAR
▪ Jean Thoulag, VPIA	▪ Sue Caldwell, Dir/LRC	▪ Kalwin Kehpas, Dir/KC
▪ Ringlen Ringlen, VPSS	▪ Penny Weilbacher, Dir/PC	▪ Lourdes Roboman, Dir/YC
▪ Jim Currie, VPCRE	▪ Joakim Peter, Dir/CC via voip	▪ Mathias Ewarmai, Dir/FMI
▪ Albert Olter, Project Manager	▪ <i>Sinobu Lebehn, Secretary</i>	▪ John Haglegam, FSS Rep.
		▪ Xavier Yarofmal
		▪ Joe Villazon, Ext. Stakeholder
		▪ Marcus Samo, Ext. Stakeholder

Additional Attendees:	None
------------------------------	------

Agenda/Major Topics of Discussion:
<ul style="list-style-type: none"> • Call to Order • Review of Agenda • Review and Approval of Minute of Last Meeting • Old Business <ul style="list-style-type: none"> ✓ Data Updates from Hicks ✓ College Restructuring Plan ✓ Balancing of FY09 Budget – Danny & Joe ✓ Balancing of FY10 Budget Jimmy • New Business <ul style="list-style-type: none"> ✓ Chuuk Campus Power Update ✓ Extended Benefits - Joe • Others • Adjournment

Discussion of Agenda/Information Sharing:
<ul style="list-style-type: none"> ✓ Call Meeting to Order VPAS called the meeting to Order and acknowledged all the members present.
<ul style="list-style-type: none"> ✓ Review of Agenda Members agreed to discuss the above mentioned agenda for this meeting
<ul style="list-style-type: none"> ✓ Minutes from Last Meeting Director of Human Resources recommended that minutes should be consistent with names and titles. VPIA Jean Thoulag said her name should be listed under absent members since she is a member.

Director Segal said he attended the meeting so his name should be in the members present. After the corrections are made, the Minute was approved and become an official document of the Committee.

✓ **Old Business**

a. Data Updates Jimmy Hicks

Jimmy updated the committee on IRPO data, giving more emphasis on the enrollment rates, retention rates and graduation rates. From his data, he reported that retention rate and graduation rates are low. There were concerns and detail information requested from the members. After a lengthy discussion for strategies to stabilize the enrollment, retention and graduation rates. Some of the suggestion are:

1. Possibility of extending classes beyond 5pm.
2. Maximizing the facilities
3. Hire more instructors/Staff Administrators to help teach

b. College Restructuring Plan

The members referred back to Jimmy Hicks' data to determine programs possible for streamlining. Hicks illustrated details on programs per campuses per school years. After an intense discussions among the members, a motion was made and approved to appoint an "Ad Hoc Committee on Streamline" to work on the Restructuring Plan and come up with programs and services with possibilities for streamlining. The group will be consisted of all vice presidents and some directors. This group will meet tomorrow, 8/14/09 at 10:00 a.m. in the President's Conference Room.

✓ **Balancing of FY09 Budget**

With the handouts he passed out, the Comptroller updated the members on the balances of the Fiscal Year Budget 2009. He reported a deficit and options of reducing the deficit: 1. Delaying hiring until FY2010. 2. Freezing procurement of Fixed assets. Some members objected to the issue of freezing procurement of supplies and fixed assets.

✓ **Balancing of FY'10 Budget**

President updates the members on the Fiscal Year 2010 Budget. Mr. Jimmy Hicks interpreted his data on the projected budget versus actual.

✓ **New Business**

❖ **Chuuk Campus**

President James shared reports of his meeting with FSM Delegation in regards to Chuuk Campus issues and Chuuk Legislation's intentions and motions to remedy Chuuk Campus' problems. President James tasked Francisco Mendiola to come up with a cost estimate on power generation operations. Joseph Saimon updated the members in referenced to accreditation of the COM/Chuuk campus and deadline expectations. The committee appointed an ad hoc committee on Chuuk Campus Power & Water Updates. This group will meet next week Monday, 8/17/09 at 9:00 a.m. in President's Conference Room. This group is consisted of VPAS Habuchmai, Joakim Peter, Francisco Mendiola, Joseph Saimon, Alfred Olter.

❖ **Extended Benefits**

Discussion on this agenda item was tabled for next meeting.

✓ Adjourned: VPAS closed the meeting at 12:05 p.m.

Comments/Upcoming Meeting Date & Time/Etc.: Next Meeting will be set up by VPAS

▪

Handouts/Documents Referenced: Policy on Extended Benefits; IRPO Data, Budget '09 & 10

▪

College Web Site Link:

▪

Prepared by:	Sinobu lebehn	Date Distributed:	
---------------------	---------------	--------------------------	--

Approval of Minutes Process & Responses:

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

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

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