

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

Committee or Working Group:	Facilities and Campus Environment Committee
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Date: November 30, 09	Time: 3:00 pm	Location:
		Board Conference Room

Members Present:		Members Absent:
<ul style="list-style-type: none"> ▪ Francisco W. Mendiola ▪ VP Joe Habuchmai ▪ Johnson Sepeti ▪ Dir. Lourdes Roboman ▪ Dana Lee Ling ▪ Juvilen Mariano ▪ VP Jim Currie 	<ul style="list-style-type: none"> ▪ Gordon Segal ▪ VP Ringlen Ringlen ▪ VP Jean Thoulag ▪ Dir. Hicks ▪ Dir. Kalwin Kephass ▪ Warren Ching 	<ul style="list-style-type: none"> ▪ Joakim Peter, Chris Igem, , Berson Elias, Roger Mori, Dir. Penny Weilbacher, Timothy Franklin, Alfred Olter

Additional Attendees:	G. Cuboni, B. Ilon
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Agenda/Major Topics of Discussion:
<ul style="list-style-type: none"> ▪ Amendment to Facilities and Campus Environment Terms of Reference <ul style="list-style-type: none"> a. Recommended amendment: “Working Groups: Occasionally working groups, consisting of a subset of the members and/or nonmembers are created by the chairperson to respond to a specific challenge. If a working group is required, working group meetings are held as needed for the duration of the task. The working group report results to the full committee. ▪ Report from the H1N1 (Swine Flu) working committee ▪ CIP Budget Plan (IDP Budget 2011) <ul style="list-style-type: none"> a. Update on the CIP/IDP projects. b. Proposed 2011 CIP/IDP budget. ▪ Facilities Request Form <ul style="list-style-type: none"> a. Recommend that the college adopt the attached format for requesting for construction and renovating facilities. ▪ Master Plan <ul style="list-style-type: none"> a. Recommend that the plan is deferred until the Instructional Master Plan and streamlining tasks are completed.

Discussion of Agenda/Information Sharing:
<ul style="list-style-type: none"> ▪ Review of Agenda ▪ Agenda was adopted with no revisions ▪ Amendment to Facilities and Campus Environment Terms of Reference regarding working groups <ul style="list-style-type: none"> - Moved by Dana Lee Ling to adopt amendment. - Seconded by VP Ringlen Ringlen - All in Favor ▪ Report from the H1N1 working committee. <ul style="list-style-type: none"> • Dr. Cuboni elaborated more on the memo to the President regarding H1N1. • Recommends that Issue # II, second bullet be amended and should be read as “Temporarily discourage mass assemblies in confined areas whenever feasible”

- Recommends that Issue #II, bullet #4 be amended and should be read as “Facilitate training and appropriately equip first responder staff, i/e, campus security staff, dorm advisors, recreation staff, and faculty volunteers, with protective gear when required”
- Resolutions to adopt recommendations from the H1N1 working group.
 - Moved by Dir. Jimmy Hicks
 - Seconded by VP Ringlen Ringlen
 - Vote yes:11 No: none
- CIP/IDP
 - Resolution to adopt the revised CIP/IDP Budget with the amendment to repackage Land Grant to Natural Sciences Classrooms and to seek confirmation from OIA as to which ones has been approved.
 - Moved by Jimmy Hicks
 - Seconded by Jim Currie
- Facilities Request Form
 - Resolutions to adopt recommendation that the college adopts the attached format for requesting for construction and renovation of facilities.
 - Moved by VP Ringlen Ringlen
 - Seconded by Jimmy Hicks
 - All in favor
- Master Plan
 - Resolution to adopt recommendation that the plan is deferred until the Instructional Master Plan and streamlining tasks are completed.
 - Moved by VP Ringlen Ringlen
 - Seconded by Dir. Jimmy Hicks
- Meeting adjourned at 4:45 pm.

Comments/Upcoming Meeting Date & Time/Etc.:

- Handouts/Documents Referenced:**
- Agenda
 - Revised CIP Budget 2009
 - Memo from H1N1 working group
 - News Release from DOI
 - Memo from VP CRE regarding CRE & Natural and Food Sciences Building
 - Facilities Request Form

College Web Site Link:

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Prepared by:	Amerihter Thozes	Date Distributed:	
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Approval of Minutes Process & Responses:

Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:			
Action by President:	Item numbers:	Date:	Comments/Conditions:
Approved:			
Approved with conditions:			
Disapproved:			