

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

<b>Committee or Working Group:</b>	Executive Committee
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<b>Date</b>	<b>Time</b>	<b>Location</b>
September 18, 2015	2:00PM-3:20PM	Board Conference Room

<b>Members</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
President	Joseph M. Daisy	X		
VPAS	Joseph Habuchmai	X		
VPCRE	Jim Currie	X		
VPIA	Karen Simion	X		Acting
VPIEQA	Frankie Harriss	X		PROXY
VPEMSS	Joey Oducado	X		Acting
Dean, Chuuk Campus	Kind Kanto		X	No internet at Chuuk Campus
Dean, Kosrae Campus	Nena Mike	X		Acting
Dean, Yap Campus	Lourdes Roboman	X		
Director, Career & Technical Ed.	Grilly Jack	X		
Chair, Management Team	Rencelly Nelson	X		
Chair, Council of Chairs				
President, Faculty/Staff Senate	Martin Mingii	X		
President, SBA				
Chief of Staff	Universe Yamase	X		

<b>Additional Attendees:</b>	
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<b>Agenda/Major Topics of Discussion:</b>
<ol style="list-style-type: none"> <li>1. Call to order; declaration of quorum</li> <li>2. Review of Agenda</li> <li>3. Adoption of Minutes             <ol style="list-style-type: none"> <li>I. September 9, 2015</li> </ol> </li> <li>4. Items for Discussion             <ol style="list-style-type: none"> <li>I. Review of EC TOR</li> <li>II. Review Recommendation for EC Improvements</li> </ol> </li> </ol>

<b>Discussion of Agenda/Information Sharing:</b>
<ol style="list-style-type: none"> <li>1. Call to order; declaration of quorum- cleared</li> </ol>

- 2. Review of Agenda- cleared
- 3. Adoption of Minutes
  - I. September 9, 2015- VPCRE moved to adopt the minutes and VPAS seconded. EC endorsed the minutes.
- 4. Items for Discussion
  - I. Review of EC TOR- EC members reviewed the EC TOR document. VPCRE moved to accept the 11 editorial suggestions presented by VPIEQA on document, and VPAS seconded. EC endorsed. Majority of the meeting time was dedicated to discussing about the purpose and membership of the EC TOR.
  - II. Review Recommendation for EC Improvements- Pending

**Comments/Upcoming Meeting Date & Time/Etc.:**

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**Handouts/Documents Referenced:**

- EC TOR document
- EC improvements document
- September 9, 2015, EC minutes
- September 18, 2015, EC agenda

**College Web Site Link:**

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<b>Prepared by:</b>	COS	<b>Date Distributed:</b>	September 21, 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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**Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:**

1. COS will make the editorial corrections to the EC TOR approved by EC members and capture the comments made on the purpose and membership of the EC TOR. Updated EC TOR will be provided to the EC members prior to the next meeting date set for October 2, 2015.