

**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>
March 6, 2014	2:00pm – 3:10pm	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		
VPSS	Joey Oducado	x		Acting
Dean, Chuuk Campus	Kind Kanto	x		
Dean, Kosrae Campus	Kalwin Kephass	x		
Dean, Yap Campus`	Lourdes Roboman	x		
Director, Career & Technical Ed.	Grilly Jack	x		
Chair, Management Team	Jennifer Hainrick		x	
Chair, Council of Chairs	Richard Womack			
President, Faculty/Staff Senate	Ross Perkins	x		
President, SBA	Gasma Hadley		x	
Chief of Staff	Universe Yamase	x		Recorder

<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>a) February 6, 2014</li> </ol> </li> <li>4. Reports             <ol style="list-style-type: none"> <li>a) VPIEQA                 <ol style="list-style-type: none"> <li>I. March 2014 Accreditation Follow-Up Report on Recommendation 6</li> </ol> </li> <li>b) VPSS                 <ol style="list-style-type: none"> <li>I. VPIA &amp; VPSS Policies for BOR review</li> </ol> </li> </ol> </li> <li>5. Update from Committees             <ol style="list-style-type: none"> <li>a) COC                 <ol style="list-style-type: none"> <li>I. Committee Self-Assessment Status</li> </ol> </li> </ol> </li> <li>6. Update from SBA</li> </ol>

I. Concept on Student Assembly  
7. Update from President

**Discussion of Agenda/Information Sharing:**

1. Call to order, declaration of quorum- cleared
2. Review of agenda- cleared
3. Adoption of minutes
  - a) February 6, 2014, minutes was approved and adopted. VPCRE moved and President of FSS seconded the motion.
4. Reports
  - a) VPIEQA
    - I. VPIEQA presented the *March 2014 Accreditation Follow-Up Report on Recommendation 6*. The document was endorsed. President of FSS moved and VPAS seconded for endorsement.
  - b) VPSS
    - I. VPSS performed a power point presentation about the policy process review. VPSS displayed a format in which policies will be presented to the Board of Regents. VPSS, VPIA, and VPIEQA have developed a numbering system for the different departments. All VPs will collaborate to combine all policies in a slate format to be presented during the March 22, 2014 BOR meeting.
5. Update from Committees
  - a) COC
    - I. Chair of COC informed the committee that COC adopted a self-assessment format that would be used to evaluate each committee's performance. Some committees started working on their self-evaluation report. In regards to the goals and targets that need to be submitted to VPIEQA, Chair of COC will continue working with the committees at its next meeting to formulate targets and goals.
6. Update from SBA
  - I. Due to absence, President of SBA will discuss on this topic during the next executive meeting.
7. President
  - I. President put forward the policy review process for endorsement by the committee. Endorsement was received. VPCRE moved and VPAS seconded.

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

**Handouts/Documents Referenced:**

- Accreditation March Follow-Up Report
- February 6, 2014, minutes
- March 6, 2014 EC agenda
- VPIA & VPSS Policies

<b>College Web Site Link:</b>
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<b>Prepared by:</b>	COS	<b>Date Distributed:</b>	March 11, 2014
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<b>Approval of Minutes Process &amp; Responses:</b>
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<b>Submitted by:</b>		<b>Date Submitted:</b>	
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<b>Summary Decisions/Recommendations/Action Steps/Motions with Timeline &amp; Responsibilities:</b>
<ol style="list-style-type: none"><li>1. Chair of COC will bring forward set goals and targets established by COC</li><li>2. SBA President will report on Student Assembly</li></ol>