

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

Committee or Working Group:	Executive Committee
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Date	Time	Location
April 17, 2015	2:00PM-3:10PM	Board Conference Room

Members	Name	Present	Absent	Remarks
President	Joseph M. Daisy	x		PROXY- VPIA
VPAS	Joseph Habuchmai	x		
VPCRE	Jim Currie		x	Attending a meeting
VPIA	Karen Simion	x		
VPIEQA	Frankie Harriss	x		PROXY-Gordon Segal
VPSS	Joey Oducado		x	
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	Rencelly Nelson	x		
Chair, Council of Chairs	Dana Lee Ling	x		
President, Faculty/Staff Senate	Martin Mingii		x	
President, SBA	Bernis Pernes	x		PROXY-Beverl=y Billy
Chief of Staff	Universe Yamase	x		Recorder

Additional Attendees:	Director of Maintenance Department
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Call to order; declaration of quorum 2. Review of agenda 3. Adoption of minutes <ol style="list-style-type: none"> I. March 20, 2015 4. Reports <ol style="list-style-type: none"> A. VPIA <ol style="list-style-type: none"> I. Policies <ul style="list-style-type: none"> Category 1 (Needing Revisions): BP No:3102, BP No: 3107, BP No: 3112, BP No:3206 Category 2 (No Revisions): BP No: 3105 Category 3 (Eliminate): BP No:3118, BP No: 3303 B. VPAS

- I. Polices
Category 2 (No Revisions): BP No. 7000, BP No. 7001, BP No. 7002, BP No. 7003, BP No. 7005, BP No. 7006, BP No. 7007, BP No. 7008
- C. Chair of Management Team
 - I. Policies
Category 2 (No Revisions): BP No. 6001-BP No. 6032

Discussion of Agenda/Information Sharing:

1. Call to order; declaration of quorum- cleared
2. Review of agenda- cleared
3. Adoption of minutes
 - I. March 20, 2015- VPAS moved to adopt the minutes. Chair of Management Team seconded. EC approved to adopt the minutes.
4. Reports
 - A. VPIA
 - I. Policies- VPIA presented 4 polices that needed to be revised, 1 policy needed no revision, and 2 polices needed to be eliminated. VPIA motioned for EC to adopt all 7 of her policies. Chair of Management Team moved and Chair of Council of Chairs seconded. EC approved.
 - B. VPAS
 - I. Policies- Director of Maintenance presented 8 policies from the Maintenance Department. These policies required no revision. Director of Maintenance motioned for EC to adopt the policies. Chair of Council of Chairs moved and the PROXY for SBA seconded. EC approved all policies.
 - C. Chair of Management Team
 - I. Policies- 32 policies from the Human Resources Office were presented. These policies required no revisions. A motion to adopt the policies was carried. Director of Career and Technical Education moved. President of Faculty Staff Senate seconded. EC approved the policies.

Comments/Upcoming Meeting Date & Time/Etc.:

- The Donated Sick Leave Policy was combined with the Leave Policy.
- The dissolution of Council of Chairs will be presented at the next EC meeting scheduled on April 24, 2015.
- President of Faculty Staff Senate shared his thoughts about committees documenting the routes of information to ensure committees are involved in EC discussions.
- Dean of Chuuk shared his thoughts about creating a new policy that will recognize part-time students who are excelling in their studies. He also suggested that Maintenance should provide a uniform rate for facilities use at the state campuses.
- PROXY for SBA informed about a talent show performed by students at the Pohnpei Campus gym on April 18, 2015 from 1-5pm.
- Yap Upward Bound students will be arriving on Pohnpei on April 29, 2015.
- Graduation for both FMI and Yap Campus students will be held on May 19, 2015.

Handouts/Documents Referenced:

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| <ul style="list-style-type: none">▪ April 17, 2015, agenda▪ March 20, 2015, minutes▪ Maintenance Department policies▪ Human Resources policies |
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College Web Site Link:

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Prepared by:	COS	Date Distributed:	April 19, 2015
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Approval of Minutes Process & Responses:

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| <ul style="list-style-type: none">▪ |
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Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

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