

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

Committee or Working Group:	Executive Committee
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Date	Time	Location
September 19, 2014	2:00PM-3:00PM	Board Conference Room

Members	Name	Present	Absent	Remarks
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	On approved leave
Chair, Management Team	Rencelly Nelson	x		
Chair, Council of Chairs				
President, Faculty/Staff Senate	Martin Mingii	x		
President, SBA	Bernis Pernes	x		
Chief of Staff	Universe Yamase	x		Recorder

Additional Attendees:	
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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. September 4, 2014 4. Reports <ol style="list-style-type: none"> a) VPAS <ol style="list-style-type: none"> I. Budget Process 2016 b) VPIEQA <ol style="list-style-type: none"> I. Adoption of Strategic Plan and Academic Quality Model c) COS <ol style="list-style-type: none"> I. Adoption of Policy on Policy 5. Update from Committees 6. Update from Deans

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| 7. Update from SBA President |
| 8. Announcements |
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Discussion of Agenda/Information Sharing:

1. Call to order; declaration of quorum- cleared
2. Review of Agenda- cleared
3. Adoption of Minutes
 - I. September 4, 2014- Minutes carried with amendments
4. Reports
 - a) VPAS
 - I. Budget Process 2016- A presentation was made by VPAS regarding the budget process for FY 2016. Results after the presentation were concluded that VPs will work on the final allocation, and Deans will work with VPAS on their budget.
 - b) VPIEQA
 - I. Adoption of Strategic Plan and Academic Quality Model- Understanding that the adoption of this document involved a process, EC endorsed the model. VPCRE motioned to adopt and Chuuk Campus Dean seconded. The motion to approve the model was carried. The action step involved VPIEQA and VPIA to meet with each program levels to introduce this model.
 - c) COS
 - I. Adoption of Policy on Policy- The Policy on Policy document was presented for adoption. Kosrae Campus Dean motioned to approve the policy and VPIEQA seconded. The motion to approve the policy was carried.

Comments/Upcoming Meeting Date & Time/Etc.:
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Handouts/Documents Referenced:
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College Web Site Link:
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Prepared by:	COS	Date Distributed:	September 28, 2014
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Approval of Minutes Process & Responses:
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Submitted by:	COS	Date Submitted:	September 28, 2014
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

1. In regards to the FY 2016 Budget Process presentation done by VPAS, VPs will work on the final allocation, and the Deans will work with VPAS on their budget.
2. For the Strategic Plan and Academic Quality Model, the EC committee members were welcome to provide feedback, and comments to VPIEQA.
3. The Strategic Plan and Academic Quality Model was adopted.
4. The Policy on Policy was adopted.