

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

Committee or Working Group: A Team Management Meeting

Date: March 19, 2012	Time: 1 :30 p.m.	Location: BOR Conference Room

Members Present:		Members Absent:	
▪ Joe Habuchmai, VPAS	▪ Francisco Mendiola, Dir/FM&S		
▪ Gordon Segal, Dir/IT	▪ Rencelly Nelson, Dir/ HRO		
▪ Danny Dumantay, Comptroller	Sinobu Lebehn, Secretary		
Additional Attendees:			

Agenda/Major Topics of Discussion:

VPAS opened the meeting at 1:30p.m.

Members reviewed their finalized updated strategic plans. VPAS presented a revised plan prepared by the Master Plan Working Group and was recommended to replace the existing strategic plans.

- Each director to review the Instructional Master Plan and incorporate their goals and strategies accordingly
- Color Codes were assigned to each unit: Business Office (**green**), Maintenance and Security (**brown**), Information Technology (**Red**), Human Resources (**purple**)
- Sinobu to upload revised Instructional Master Plan on googl.docs for each directors to input their plans

Timeline: All plans are due before the Working Group meeting scheduled on March 26, 2012.

Concerns raised by the team:

- ✓ Are these new goals and objectives having the Board’s consent?
- ✓ Plans are duplicates of the Lassen College

Meeting Adjourned: 2:45 p.m.

✓ Minutes from Last Meeting: no discussion on minutes
✓ Announcement: Working Group Meeting on March 26, 2012

Comments/Upcoming Meeting Date & Time/Etc.:

Handouts/Documents Referenced: Lassen College Master Plan Forma (2) Revised IM Plan

College Web Site Link:

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Prepared by: Sinobu Lebehn	Date Distributed:
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Approval of Minutes Process & Responses:

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities: