

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

Committee or Working Group:	Executive Committee
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Date	Time	Location
March 20, 2013	11: 05 a.m. – 12:03 p.m.	Board Conference Room

Members	Name	Present	Absent	Remarks
President	Joseph M. Daisy		x	TA
VPAS	Joseph Habuchmai	x		Francisco Mendiola
VPCRE	Jim Currie	x		Acting President
VPIA	Mariana Ben Dereas	x		
VPIEQA	Frankie Harriss	x		
VPSS	Joey Oducado	x		Acting
Dean, Chuuk Campus	Kind Kanto	x		
Dean, Kosrae Campus	Kalwin Kephass	x		
Dean, Pohnpei Campus	Grilly Jack	x		Acting
Dean, Yap Campus	Lourdes Roboman	x		
Chair, Management Team	Karen Simion	x		
Chair, Council of Chairs	Kathy Hayes	x		
President, Faculty/Staff Senate	Ross Perkins	x		
President, SBA	Sebastian Tairuwepiy	x		Shermick Rieuo
Executive Assistant to President	Norma Edwin	x		Recorder

Additional Attendees:	
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Review of agenda 2. Approval of minutes 3. Old business <ol style="list-style-type: none"> a. Strategic Plan 4. New business <ol style="list-style-type: none"> a. Accreditation team visit

Discussion of Agenda/Information Sharing:
<p>Jim Currie, Acting President, opened the meeting at 11:05 a.m.</p> <p>Old Business <u>Strategic Plan.</u> VP Harris provided background information on the activities leading toward the development of the Strategic Plan 2013-2017. Because of the importance of dialogue in developing a strategic plan, a decision was made to allow more time for input and to present the plan to the Board at their May 2013 meeting. At the March meeting, the Board endorsed the direction the college is taking toward development of the plan.</p> <p>VP Harris reviewed the existing vision and mission statements, values, institutional learning outcomes and strategic goals and explained areas of concern. She also presented and elaborated on the Board endorsed six strategic directions; the proposed options for a revised mission statement; the ten identified core values; the seven proposed institutional student learning outcomes in measureable terms; an example</p>

supporting strategic plan goal and the need to measure success.

Remaining work includes more dialogue and input toward revising the mission statement, writing a vision statement reflecting the strategic directions, and establishing SMART strategic plan goals with measures of success. Targets must be set to determine when goals are achieved in order to measure success. The IEMP can be revised once the strategic plan is completed to ensure alignment. Everyone should meet with their units and bring reports back to the EC working group.

New Business

Accreditation Team Visit. The accrediting commission is sending a four-member team headed by Dr. Leon Richards, Chancellor of Kapiolani Community College. Other members include Salvatore Lanzilotti, Acting Dean of Continuing Education at Kapiolani Community College, Kate Pluta, faculty from Bakersfield College, and Susan Murata, Director of Library and Learning Resources at Kapiolani Community College and an ACCJC Commissioner. VP Harriss asked all to be familiar with the report, especially the front and back ends, and the accreditation standards. The commission has issues with our capacity and understanding of accreditation. There is no schedule yet of with whom they want to meet; VP Harriss will let people know once she receives information from the team. There is no indication yet whether they will be visiting other campuses. Appreciation for VP Harriss' work was expressed.

Announcements

Ross announced that the scheduled faculty meeting was postponed until after the break.

Adjournment

Karen moved and Mariana seconded that meeting be adjourned. The meeting adjourned at 12:03 p.m.

Prepared by:	Norma Edwin	Date Distributed:	
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Comments/Upcoming Meeting Date & Time/Etc.:
▪ Next scheduled meeting is March 6, 2013

Handouts/Documents Referenced:
▪ Minutes of the February 27, 2013
▪ Existing and proposed vision, mission, values, institutional learning outcomes, and strategic goals

College Web Site Link:
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Approval of Minutes Process & Responses:
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Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:
1. EC members to meet with their units and discuss the handout on Strategic Plan 2013-2017 and report back to the EC working group on the strategic plan.
2. Everyone to familiarize themselves with the submitted report and accreditation standards.