

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

Committee or Working Group:	Executive Committee
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Date	Time	Location
February 6, 2015	2:00PM-3:45PM	President's Conference Room

Members	Name	Present	Absent	Remarks
President	Joseph M. Daisy	x		
VPAS	Joseph Habuchmai		x	Sick
VPCRE	Jim Currie	x		
VPIA	Karen Simion		x	Maria Dison-proxy
VPIEQA	Frankie Harriss	x		
VPSS	Joey Oducado		x	Off-island
Dean, Chuuk Campus	Kind Kanto	x		
Dean, Kosrae Campus	Kalwin Kephass		x	Off-island
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	
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. December 12, 2014 4. Committee <ol style="list-style-type: none"> A. HRC- Term of Reference Revised and Seeking Endorsement 5. Reports <ol style="list-style-type: none"> A. VPCRE <ol style="list-style-type: none"> I. Board Policy No. 5608 for endorsement B. PROXY <ol style="list-style-type: none"> I. Board Policy No. 3101 for endorsement II. Board Policy No. 3102 for endorsement

- III. Board Policy No. 3206 for endorsement
- C. VPIEQA
 - I. Board Policy No. 2200 for endorsement

Discussion of Agenda/Information Sharing:

1. Call to order; declaration of quorum- cleared
2. Review of agenda- cleared
3. Adoption of minutes
 - I. December 12, 2014, minutes will be sent out electronically for a vote.
4. Committee
 - A. HRC- Term of Reference Revised and Seeking Endorsement- This agenda item will be scheduled for March 6, 2015, EC meeting.
5. Reports
 - A. VPCRE
 - I. Policy No. 5608 for endorsement- Policy is called “Policy to Provide Incentive for the Securing of Grant Funding College of Micronesia-FSM”. Recommendations to the documents were made. VPIEQA motioned to endorse the policy and Chair of CoC seconded. EC endorsed the policy with the necessary modifications.
 - B. PROXY
 - I. Policy No. 3101 for endorsement- Policy is called “Academic Program Requirement”. Proxy shared the minor changes to the document. It is a policy that is revised. Chair of CoC motioned to adopt the policy and VPCRE seconded. EC endorsed the policy with the recommended revisions.
 - II. Policy No. 3102 and Policy No. 3206 will be returned to CAC for evaluation. VPCRE motioned that these policies be returned to CAC to recommend to board that these policies do not meet criteria of a policy. VPIEQA seconded. EC approved the motion.
 - C. VPIEQA
 - I. Policy No. 2200 “Participatory Governance Policy” for endorsement- There was confusion on the policy as a policy version with proposed changes in the text was transmitted to members instead of the original version. Policy was electronically adopted on February 6, 2015. During the meeting, the Director of CTE moved to adopt the policy and the Dean of Yap Campus seconded. EC members all voted yes on the motion.

Comments/Upcoming Meeting Date & Time/Etc.:

- In the future, policies need to be finalized in its correct format before submission to EC.

Handouts/Documents Referenced:

- February 6, 2015, agenda
- December 12, 2014, EC minutes
- Board Policies: No. 5608, No. 3101, No. 3102, No. 3206, No. 2200
- HRC TOR

College Web Site Link:
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Prepared by:	COS	Date Distributed:	February 9, 2015
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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:
<ol style="list-style-type: none">1. HRC TOR will be placed on the next EC meeting scheduled for March 6, 2015.2. COS will electronically send out the December 12, 2014, minutes to be voted on.