

**College of Micronesia – FSM**

**Committee Minutes Reporting Form**

<b>Committee or Working Group</b>		<i>Finance Committee</i>	
<b>Date:</b> 02/13/12	<b>Time:</b>	<b>Location:</b>	
	4:00 p.m.	President's Conference Room	

<b>Members Present</b>				
<b>Titles/Reps</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	
Committee Chair	Marian Medalla	X		
Committee Vice-Chair	John Ranahan	X		
Secretary	Stacy E. Tadlock	X		
National Faculty Rep.	Aleili Dumo	X		
National Faculty Rep.	John Haglegam		X	
National Faculty Rep.	Spensin James		X	
National Staff Rep.	Eugene Edmund	X		
National Staff Rep.	Sylvia Henry		X	
National Staff Rep.	Josephine Kostka		X	
National Faculty Rep.	Juan Paolo Santos	X		
National Faculty Rep.	Elizabeth Pappas	X		
Pohnpei Campus Faculty Rep	Stacy E. Tadlock	X		
Pohnpei Campus Faculty Rep	Phyllis Silbanuz		X	
Pohnpei Campus Staff Rep	Twyla Poll		X	
Pohnpei Campus Faculty Rep	Adleen Shed	X		
Chuuk Campus Faculty Rep	Kind Kanto		X	
Yap Staff Rep	Clotilda Dugwen	X		
Yap Staff Rep	Rosemary Manna	X		
CRE Rep	Sonny Padock		X	
Kosrae	Alik J. Phillip		X	

<b>Additional Attendees:</b>	
<b>Agenda/Major Topics of Discussion:</b>	
<p><b>I. New Business –</b></p> <ul style="list-style-type: none"> <li><b>a. Supplemental funding CAFT for Kosrae Campus</b></li> <li><b>b. Agriculture Pig Pen Facility</b></li> <li><b>c. Change Committee time discussion</b></li> <li><b>d. HCC Trip Budget- travel to Honolulu to gather information on Distance Learning courses</b></li> <li><b>e. FMI supplemental fund request to address other repairs as cited by accreditation</b></li> <li><b>f. Additional funding requested to pay remainder of PUC bill from PNI campus Two-Span Electrification Project</b></li> </ul> <p><b>II. Old Business –</b></p> <ul style="list-style-type: none"> <li><b>a. Amendment of Finance Committee TOR</b></li> </ul>	

## **Discussion of Agenda/Information Sharing:**

### **I. New Business –**

#### **a. Supplemental funding for CAFT at Kosrae Campus- 83,999**

- Kosrae Campus needs a classroom for their CAFT program and currently doesn't have one of their own. The lecture room will cost 49,999 and they also need a site preparatory lecture room at a cost of 15,000. Our Chairperson received this request February 6<sup>th</sup> which was sent from Kosrae on the 30<sup>th</sup> of January.
- Aleili wanted to know if these classes could stay where they are for the time being and then be included in the next budget.
- Stacy wanted to know more information about the construction and possibly see several biddings on the work before approval for the funding was approved or not.

#### **b. Agriculture Pig Pen Facility**

- Kosrae Campus' Pig Pen is being requested to move their facility to a new place, so they are requesting 19,000 to be able to have a place to put the approximately 100 pigs/year.
- It was felt that the head of this program should give us more information about the program and whether or not it was a self-liquidating program and if it is under the Land Grant and the College of Micronesia-FSM then the question becomes what are they doing with the money they are making from the pigs every year?

#### **c. Change time of the Committee discussion**

- As a committee we discussed whether or not it is necessary to change the time of the committee to accommodate those who cannot regularly attend.
- There was the discussion that if a person could not attend the meeting because of class conflicts, then the person should join another committee so they can be part of the committee process.

#### **d. HCC Trip Budget- travel to Honolulu to gather information on Distance Learning courses-9,900**

- Three members of COM administration and one instructional designer and a consultant want to travel to Honolulu to gather information on distance learning courses.
- We were told that the tickets were already purchased and the trip was coming soon so we asked to approve this trip before we given more information about the need for the trip. They requested that they fund balance be used to reimburse their expenditure.
- One question was why were these people going to this conference and since some of them were high-ranking administrators with departments of their own, then why didn't the funds come from their departments and not the from the fund balance which is supposed to be used for emergencies.

#### **e. FMI supplemental request to address other repairs as cited by accreditation.- 12,000**

- FMI needs more funding to complete repairs cited as needed by accreditation and they are running out of time.

#### **f. Additional funding requested to pay remainder of PUC bill from PNI Campus' Two-Span Electrification Project-12,830.74**

- In our previous meeting we recommended dispersing \$3,822 to PUC to pay the cost of connecting Pohnpei Campus to the emergency power system so their power would not be interrupted as often. When the money is subtracted from the original amount requested, the balance to be paid is 12,830.74.

## II. Old Business –

- **Amendment of Finance Committee TOR**

When we discussed the TOR's we decided that it would be a waste of time to do this in our meeting time for we had other business to decide on, we will be commenting on changes via e-mail or on wiki.

### Handouts/Documents Referenced:

1. Memorandum: Supplemental Funding National, Kosrae, and FMI
2. HCC Trip Budget
3. Agriculture Pig Pen Facility

### College Web Site Link:

<b>Prepared by:</b>	<i>Stacy Tadlock</i>	<b>Date Distributed:</b>	<i>17 Feb 2012</i>
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### Approval of Minutes Process & Responses:

As of this date, the minutes of the previous meeting are being voted on via e-mail.

<b>Submitted by:</b>	<i>Stacy Tadlock</i>	<b>Date Submitted:</b>	<i>17 Feb 2012</i>
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### Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities

1. On the supplemental funding for CAFT for Kosrae Campus, everyone voted with no abstentions to ask for more information about the building needs and the cost for them.
2. As for the Pig Pen issue, we all voted that this was an emergency and needed to be funded right away so this situation can be alleviated.
3. We voted not to change the time of the committee so it will remain Mondays at 4:00 to 5:00pm at National Campus President's conference room.
4. We did not approve the funding from the fund balance for the trip to Honolulu and were told that the trip has been postponed.
5. We are currently in the process of rewriting our TOR's and will be discussing them in our next meeting.
6. We all voted with no abstentions to approve FMI's request for funding for projects that need to be completed because of accreditation.
7. We also voted to pay the remaining balance to PUC.