

College of Micronesia – FSM

Committee Minutes Reporting Form			
Committee or Working Group		<i>Council of Chairs</i>	
Date December 07, 2012		Time:	Location:
		1:00 p.m.	President's Conference Room
Members Present			
Titles/Reps	Name	Present	Absent
COM-FSM President	Joseph Daisy	X	
Chair/ Curriculum and Assessment	Kathy Hayes	X	
Vice Chair/ Human Resources	Mark Kostka	X	
COC Secretary/ Finance	Marian Gratia Medalla	X (represented by Adleen Shed, Committee Vice Chair)	
Planning and Resources	William Haglegam		
Recruitment, Admission and Registration	Lucia Donre		
Information Communication and Technology	Nelchor Permitez	X	
Facilities and Campus Environment	Dana Lee Ling	X	
Faculty and Staff Senate Vice Chair	Francisco Mendiola		
Additional Attendees:	Frankie L. Harriss		
Agenda/Major Topics of Discussion:			
I. TOR Revision II. Self governance policy III. Release Time Updates IV. Other Matters			
Discussion of Agenda/Information Sharing:			
I. TOR Revision Membership: Additional Responsibility of COC Members: Recommends policies and procedures for COM-FSM issues Organization: Additional Responsibility of COC Chair: Serves as a member of the Executive Committee Amendments to the Responsibility of the COC Secretary: Distribute and post the minutes within three working days to COC for comments and review Additional Responsibility of COC Secretary: E-mail the approved minutes to the whole college community Meetings: Chairperson may call special meetings, or reschedule regular meetings (the consent of the majority of the members is no longer required). Comments through the wiki-page are no longer considered participation. Responsibilities: Provide a path for information to reach the President (The word "alternate" and the phrase "besides through cabinet" were deleted). Communication and Distribution of Information: Agenda items may be submitted to the Chairperson by any member of the COM-FSM community (The sentence was rephrased to make it clearer).			

All minutes will (now) be published on the open wiki-page and distributed through e-mail, after approval from the Council of Chairs (distribution through e-mail was added).

II. Self Governance Policy

The new mission statement, which is still to be approved by the Board of Regents, will be revised in the future.

The policy is recommended for adoption, with all the TOR's moved to the Appendix of the policy. The Campus Staff Development Committee (which is a subcommittee of Human Resources Committee) TOR will be attached to the Human Resources Committee TOR.

III. Release Time Updates

The President needed more information on (1) cost implications, and (2) various scenarios/cases of each committee chair, to achieve balance of compensation and responsibility. He gave the committee some options to consider: (1) stipend/duty allowance, (2) step increase, and (3) other form of additional compensation.

IV. Other Matters

The College President informed everyone that the new generator is now on island.

Handouts/Documents Referenced:

- COC TOR
- Self governance policy draft

College Web Site Link:

Prepared by:	<i>Marian Gratia Medalla</i>	Date Distributed:	<i>December 18, 2012</i>
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Approval of Minutes Process & Responses:

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

1. TOR - Revised
2. Self Governance Policy – Recommended for Adoption