

**ATTACHMENT #1: COM-FSM Chuuk Campus  
MANAGEMENT COUNCIL MEETING MINUTES**

<b>Date:</b> Thursday, 11/01/12	<b>Time:</b> 1:00 – 1:55 pm	<b>Location:</b> Admin. Conference Room
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<b>Members Present</b>			<b>Absent</b>
• Kind Kanto	• Marie Pitoli	• Roger Arnold	• Kersweet Eria
• Rick Chiwi (IC proxy)	• Ben Akkin	• Lucille Sain	• SBA Rep.
• Tandy Marar (SSC proxy)	• Yosko Kim (CRE)	• Alton Higashi	• Deliver Salle

**Agenda / Major Topics of Discussion: dismissed.**

**Discussion on Agenda / Major Topics of Discussion**

Kind called the meeting to order, attendance was taken, and minutes of the 09/28/12 meetings were approved, as distributed.

Kind dismissed the agenda in order to devote the full meeting to plans for a Chuuk Campus mini-summit on Friday, November 9. This mini-summit, to be held at our Chuuk Campus, would be defined as Phase 2 of the August 2012 Visioning Summit held at the National Campus. Mini-summit participants will include Chuuk external stakeholders, faculty/staff, and students. The Dean then distributed documents related to the intent and purpose of the planned mini-summit – including a draft cover letter to invite external stakeholders to participate in the mini-summit, as well as background information (to be placed into a packet for participants) on the COM-FSM mission statement, the 7 values, 9 strategic goals, and 5 institutional student learning outcomes. In addition, the documents include questions and responses from the August Visioning Summit’s breakout sessions, as follows:

- Breakout Session 1 Summary: Where we are – A review of our Strategic Plan
- Breakout Session 2 Summary: Where we are – Mission alignment
- Breakout Sessions 3 and 5 Summary: Alignment with Integrated Education Master Plan (EMP)
- Breakout Session 4 Summary: How well are we doing now?

MC members discussed limitations, especially in Breakout Session 1 Summary, on Visioning Summit participants’ responses. The primary limitation was the lack of preparedness of many participants, especially external stakeholders, on questions related to the existing strategic plan. They encountered some difficulty in making commitment to the plan – without full knowledge and comprehension of the plan itself. Second, many participants – again, external stakeholders – were unsure of the content and structure of the so-called EMP. It was obvious that some Palikir administrators were knowledgeable about the EMP, and they tended to dominate discussion at the expense of obtaining external stakeholder’s input/response on breakout session questions. Third, a number of campus representatives expressed disappointment in how the EMP looked more like “cut-and-paste” effort to “integrate” four separate plans into one.

Kind then proposed a plan of action on how Chuuk Campus would conduct its own mini-summit in discussing questions from the breakout sessions above.

- (1) Our mini-summit will begin at 12 noon and end at 5:00 pm on campus. Kind will open the proceedings, and information packets will be distributed and explained to all participants.
- (2) We will divide all mini-summit participants into three discussion groups: (a) **external stakeholders**, to be led by facilitator Kind and note-taker Roger; (b) **faculty/staff**, to be led by facilitator Alton and note-taker Atkin Buliche; and (c) **students**, to be facilitated by Mariano (IC) and Maika (SSC) and note-taker Lucille.
- (3) This three-group breakout ensures maximum input/response from participants, without having one group dominate discussion because of greater knowledge and awareness of the strategic plan and the EMP.

**CONSENSUS:** *That this plan be approved and mini-summit preparation be implemented.* Unanimous approval.

Alton is herewith assigned to prepare relevant assessment instruments for use by all mini-summit participants during their breakout sessions.

**Next Meeting:** To be announced.

**Hand-Outs / Documents Referenced:**

1 = Minutes of the 9/28/12 Management Council meeting

2 = Visioning Summit documents, including breakout session summary reports (with leading questions and participant responses).

**Prepared by:** Alton Higashi

**Date distributed:** Monday, November 5, 2012