

COM-FSM Chuuk Campus  
**MANAGEMENT COUNCIL MEETING MINUTES**

<b>Date:</b> Thursday, 11/29/12	<b>Time:</b> 11:15 am – 1:36 pm	<b>Location:</b> Admin. Conference Room
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<b>Members Present</b>			<b>Absent</b>
• Kind Kanto	• Marie Pitioi	• Roger Arnold	• Lucille Sain
• Mariano Marcus	• Ben Akkin	• Kersweet Eria	
• Maika Tuala	• Yosko Kim (CRE)	• Xilfred Robert (SBA)	

**Agenda / Major Topics of Discussion:**

I. Call to Order (with opening prayer)	* IV. Mini-Summit (11/09/12) Report Mini-Summit Worksheet Report
II. Attendance	** VI. PLO Assessment Training (Admin/SS) Meseiset Policy
III. Minutes of Previous Meeting (11/01/12)	*** VII. AdHoc Committees Christmas/New Year Message
IV. Announcements (Admin/Inst/SS)*	
V. Department News	
VI. Old Business**	
VII. New Business***	
VIII. Adjournment	

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

- I. **Call to Order:** by Dean Kind, with opening prayer by SSC Maika.
- II. **Attendance:** It was noted that henceforth there is no UBP representation.
- III. **Minutes of the Previous Meeting:** Adopted, as distributed.
- IV. **Announcements**
  - A. **Mini-Summit (11/09/12) Report:** Kind reviewed a written report which he had submitted to Palikir officials a few days ago. In general, the summit was successful in fielding stakeholders’ responses to the first two questions; however, we were unable to discuss with participants the so-called Integrated Education Master Plan. Stakeholders expressed much curiosity and interest in learning more about the mission statement, values, and strategic goals.
  - B. **Mini-Summit Worksheet Report:** ChAWG Chairman Alton distributed an assessment report on participants’ responses on a worksheet to evaluate their understanding of the mission statement, values, and strategic goals. This report will be discussed in greater detail Thursday 12/06/12 at the next Faculty/Staff Senate scheduled meeting.
- V. **Department News**
  - A. **Administration (Kind)**
    1. The next All-Campus Meeting is scheduled Tuesday 12/04/12, to be coordinated by Instruction.
    2. Our campus will launch the 50/Plenty Raffle ticket sale.
    3. Maintenance/Security Supervisor Ben distributed a new “Service Satisfaction Survey Form”. It will be used every semester to assess campus-wide reaction to maintenance/security service. The form will be field-tested for baseline data Friday 11/30/12. Ben also explained that all campuses will undergo fire drill planning and simulation. One is set for Chuuk Campus in December.
    4. Ben further requested that we should consider establishing a Chuuk Campus Emergency Disaster Plan. A tentative outline of such plan was distributed for discussion. In the likelihood of creating an emergency management team, members should include Dean, IC, SSC, Kersweet, and Ben.
    5. It has been confirmed that Chuuk Campus will be receiving two new used vehicles – a van and a pick-up truck.
    6. FY-2014 budget submission is expected Friday 11/30/12.
  - B. **Instruction (Mariano)**
    1. All campuses are being ordered through the VPIA office to revise their Spring 2013 schedule of courses, in order that there can be set up a common time across all campuses MWF for one-hour when no instruction is to be scheduled – for the purpose of accommodating teleconferencing of National Committees.

2. This news provoked extensive discussion among MC members. Sufficient and necessary reaction to this order took more than 30 minutes. A comprehensive discussion is attached to the minutes.

C. Student Services (Maika)

1. It was announced that the proposed SBA budget was item-vetoed – that there should be no “seed money” funding for regional organizations. The SBA Council is expected to resubmit a revised budget that allows regional groups to use “seed money” for non-party cost-benefit.

2. SBA now has a Wiki site for its own minutes of SBA Council meetings. Already seven minutes have been posted.

3. Student Services Coordinator Lucille will be resigning from her position in January 2013.

D. CRE (Yosko)

1. Mizpah High School has been identified and selected as a CRE research site. Also, Yosko’s land will serve as the site for a CRE greenhouse.

2. Sustainable agriculture with vegetable cropping will be discussed Friday 11/30/12.

VI. Old Business

A. PLO Assessment Training for Admin/SS

1. In November ChAWG conducted three training sessions for Administration and Student Services to assist program coordinators prepare Worksheets #1, #2, and #3 for program-level assessment (PLA). The most difficult task was to transform PLOs to student-based learning outcomes. The task remains on-going.

2. Inasmuch as PLAs will cover the entire school year 2012-2013 as assessment period, we still have time to complete all three worksheets.

3. A clarification was made – that PPB applies to a directive from IRPO Jimmy Hicks, and all nine strategic goals are being budgeted; and that PLAs apply to assessment of 3-4 strategic goals each year in a three-year cycle that culminates in program review.

B. Meseiset Policy

1. Several months ago it was planned that the Meseiset Committee should have a policy to govern its work on publishing Meseiset. However, Management Council members have agreed not to have such policy statement, inasmuch as no other campus committee has policies to govern its work. It would be wrong to set up policies for just one campus committee and not all.

2. Approval of any posting of a Meseiset issue requires committee recommendation and Dean’s approval. This is deemed to be sufficient and necessary alternative to written policy.

C. Comet Preparation

1. COMET preparation training for students ended for the semester. Gratitude was extended to Roger and Alton for their voluntary instruction.

2. It was noted that more than 200 students took the COMET last week.

VII. New Business

A. AdHoc Committees

1. Kind announced the formation of a Christmas Party committee, to be co-chaired by Marylene Bisalen and Yosko Kim. They will plan for a potluck dinner Friday, December 14, for faculty/staff. It was further recommended that, if SBA wishes to sponsor a Christmas party for students, then it should be a daytime affair possibly on the same Friday.

2. Kind further asked that Chuuk Campus sponsor a radio program to extend Christmas and New Year’s greetings to all Chuuk’s communities. The SBA Council, and its President Xilfred, are assigned to this task, with assistance of Maika and MITC Coordinator Edson Asito.

A. Public Forum

1. Several organizations and agencies, including Chuuk Campus, are co-sponsoring a public forum on Wednesday 12/05/12, beginning at 9:30 am, at the Saramen Chuuk Academy gym. The four gubernatorial candidates will present their campaign platforms to the public.

2. Chuuk Campus will be scheduled to present closing remarks. Dean Kind will do the closing presentation.

**Next Meeting:** To be announced.

**Hand-Outs / Documents Referenced / Attachments :**

- (1) Minutes of the 11/01/12 Management Council meeting
- (2) Mini-Summit (11/09/12) Report [*NOTE: Anyone interested in reading the written report may contact Kind for a copy.*]
- (3) Maintenance and Security Service Satisfaction Survey Form
- (4) Fire Drill Plan Schedule
- (5) Tentative Outline of a Chuuk Campus Emergency Disaster Plan

**Prepared by:** Alton Higashi

**Date distributed:** Friday, November 30, 2012

**Summary Decisions / Recommendations / Action Steps / Motions with Timeline/Responsibilities**

- With the closure of the Upward Bound Program, the Management Council has effectively dropped UBP representation from its membership.
- The Maintenance and Security “**Service Satisfaction Survey**” will begin Friday 11/30/12 on campus. Ben is responsible for survey implementation.
- The **50/Plenty Raffle ticket sale** will be launched. Our Campus Fund-Raising Committee is responsible for implementation of ticket sale.
- The next **Faculty/Staff Senate meeting** is scheduled Thursday 12/06/12. Maika is responsible for conducting this meeting.
- A **Christmas Party** for faculty/staff is planned for Friday December 14. Marylene and Yosko are responsible for organizing this potluck affair.
- A **Christmas and New Year’s message** will be prepared as part of a V6AK radio presentation to all of Chuuk’s stakeholders. The SBA Council and its President Xilfred are responsible for planning, designing, and implementing the message and radio program.
- Chuuk Campus will participate as co-sponsor in a **Public Forum** Wednesday 12/05/12. Roger is responsible for providing guidance.

A consensus was reached by Management Council members, following lengthy discourse on a Palikir order to revise the Spring 2013 schedule of courses – to establish across all campuses a common time MWF in order for National Committees to hold teleconferencing meetings for their state-campus representatives. In effect, the consensus opposes the order. We herewith submit our reasons:

- There is miscommunication between the VPIA Office and our State Campus, inasmuch as the notion of revising the Spring 2013 schedule contravenes a presidential call for shared decision-making through state-campus input and participatory governance. By definition, top-down communication without bottom-up input is contrary to the spirit of systemic leadership.

Notwithstanding what we have heard – that our President has already informed WASC/ACCJC of the need for the “common time” schedule – Palikir’s decision reflects centralized power and authority at the expense of shared decision-making, state-campus input, and participatory governance. For Palikir to claim an oversight does not justify the order.

- We were informed of this decision just two days ago, via an e-mail message from the VPIA to our Instructional Coordinator, with no courtesy nor protocol to cc the Campus Dean.
- To be sure, early registration came and went and only some students’ early-registration forms need to be changed. This is an inconvenience to students in order to convenience state-campus faculty attendance at teleconferenced National Committee meetings. It just seems to us that any paradigm shift from teacher-centeredness to student-centeredness is moot.
- Besides, several months ago, Chuuk Campus instituted its TTh 11:00-12:30 non-class schedule to fulfill state-campus needs for greater SBA participation in directing student affairs and for greater faculty/staff participation in our own campus committee meetings. Our TTh experience during the Fall 2013 Semester has been extremely successful in our efforts toward self-improvement. We therefore find it puzzling that Palikir can so easily dismiss what we have found successful and replace it with an untried MWF plan of action. If we are expected to make research-based “best practice” decisions, there was no research-based “best practice” justification to order the MWF scheduling change. This easy dismissal recognizes no “ex post facto” consideration at all.
- There is decidedly a sound education idea that “one size does not fit all”. After all, one size fitting all works against our own Strategic Goal 8 (as well as its sub-goals) which attempts to “promote the uniqueness of our community, cultivate respect for individual differences and champion diversity”. At our Chuuk Campus Mini-Summit 11/09/12, we witnessed how stakeholders – both external and internal – appreciated our effort to enlighten and to listen to Chuuk’s communities and individuals by taking their advice on Chuuk’s unique needs. At the same time, we see how differentiation strengthens mutual respect. Unless we eliminate Strategic Goal 8 in its entirety, Palikir’s decision to revise the Spring 2013 schedule undermines what we stand for.

We know that there is a certain urgency in demonstrating to WASC/ACCJC by March 2013 that we are a unified system – and so there is an equally urgent motive to rush everyone toward a centralized decision. We therefore submit the following plan(s) of action:

- Plan A: Postpone the MWF plan for implementation in the Fall 2013 Semester. Then, substantial state-campus input and participatory governance during the Spring 2013 Semester can be attained. Then, when we do early registration for the Fall 2013, we can schedule “common time” MWF.
- Plan B: If Palikir insists on its own right-mindedness, then Chuuk Campus will retain its own TTh 11:00-12:30 schedule and add the common MWF one-hour schedule for teleconferenced National Committee meetings. In this way, Chuuk Campus remains part of the team and Palikir recognizes Chuuk’s unique needs to retain the TTh 11:00-12:30 schedule in fulfillment of our unique needs.