

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

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| <b>Date:</b> Friday, 08/23/13 | <b>Time:</b> 12:07 – 12:53 pm | <b>Location:</b> Administration Conference Room |
| <b>Members Present</b>        |                               | <b>Absent</b>                                   |
| • Kind Kanto                  | • Marie Pitiol                | • Memorina Yesiki                               |
| • Mariano Marcus              | • Ben Akkin                   | • Roger Arnold                                  |
| • Alton Higashi               | • Kersweet Eria               | • Nenson Cholymay                               |
|                               |                               | • Mike Abbe                                     |
|                               |                               | • Lucille Sain                                  |

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| <b>Agenda / Major Topics of Discussion:</b>   |  |
| I. Call to Order (with opening prayer)<br>II. Attendance<br>III. Minutes of Previous Meeting (03/18/13)<br>IV. Announcements*<br>V. Department News<br>VI. Old Business<br>VII. New Business**<br>VIII. Adjournment | * Snack Bar<br>Counseling Center (Study Hall Plan)<br><br>** Campus Visitors (for Facilities and Inventory)<br>COM-FSM Website Posting |

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| <b>Discussion on Agenda / Major Topics of Discussion</b>  |
| <p>I. <b>Call to Order:</b> By Dean Kind Kanto, with opening prayer.</p> <p>II. <b>Attendance:</b> Above.</p> <p>III. <b>Minutes of Previous Meetings:</b> Postponed.</p> <p>IV. <b>Announcements:</b> Kind directed MC members to focus on several concerns and issues.</p> <p>A. <b>Snack Bar:</b> We need to re-open our snack bar as soon as possible, and its operation has tentatively been assigned to Student Services (SS). Seed money shall be allocated through “indirect costs” without interest and with reimbursement. It is therefore urgent to establish a sub-committee to propose a “business plan”.</p> <p>1. CONSENSUS #1: <i>That a four-member sub-committee be established – Memorina, Roger, Marie, and Nenson – to design and develop a general business plan to set up the snack bar as soon as possible. By definition, the sub-committee is hereby authorized, without further review and approval by MC, to submit the plan to the Dean for release of seed money to begin snack-bar operations.</i></p> <p>2. The sub-committee is reminded of the urgency in completing this task by next week.</p> <p>B. <b>Counseling Center Study Hall:</b> It was announced at the recent All-Campus Meeting, Wednesday, August 21, unilaterally, that henceforth the Counseling Center would be used as a study hall, not a student lounge for eating and relaxing. Two concerns were raised. First, why was this decision made unilaterally, without student participation in purposeful dialog and decision-making? Second, where can students eat and relax during inclement weather?</p> <p>1. MC discussion was in agreement that the Counseling Center should be a quiet place for students to meet for non-study reasons, without disrupting students who do want to study there. Also, the unilateral decision disallows any meeting (such as Faculty/Staff Senate meeting) to be held there.</p> <p>2. It was further agreed to annul (or repeal) the unilateral decision and to consider the Counseling Center as a multi-purpose location.</p> <p>3. CONSENSUS #2: <i>That SS, in collaboration with SBA, design and develop as soon as possible a new proposal for a multi-purpose use of the Counseling Office.</i></p> <p>V. <b>Department News:</b> None.</p> <p>VI. <b>Old Business:</b> None.</p> <p>VII. <b>New Business:</b> Kind presented a few points, as follows, as new business.</p> <p>A. <b>Campus Visitors:</b> Next week Monday and Tuesday, August 26-27, certain officials will be visiting Chuuk Campus. First, a BECA consultant (Annette Jones) will meet with students and faculty to discuss facilities needs. Second, COM-FSM Comptroller Danilo Dumantay will meet with persons</p> |

to discuss inventory and procurement needs (equipment, materials, and supplies). All persons are advised to assist visitors and to participate in discussions with them.

- B. Chuuk Campus News on COM-FSM Website: Kind encouraged MC members to submit news stories about Chuuk Campus, to be posted on COM-FSM website. All such news to be posted on the COM-FSM website shall be submitted to the Dean's office through Macleen.
- C. Computer-Lab Monitoring: We need to monitor our computer labs. It is herewith requested that the Dean's office prepare a special contract and to justify such contractual services.
- D. SBA Elections: We need to initiate election of SBA officers for the school year 2013-2014. Our Acting SSC is directed to initiate procedures and proceedings for such election as soon as possible.

**Next Meeting:** To be announced.

**Hand-Outs / Documents Referenced / Attachments:** None.

**Prepared by:** Alton Higashi

**Date distributed:** Monday, August 26, 2013

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

- Snack Bar Sub-Committee: to complete the business plan and submit it to the Dean before the month ends.
- SS and SBA: to design and develop a new proposal for multi-purpose use of the Counseling Center and to submit it to the Dean as soon as possible.
- Dean: to justify and prepare a special contract to employ a monitor for the computer labs as soon as possible.
- Acting SSC: to begin SBA elections for the present school year.