

College of Micronesia – FSM

Committee Minutes Reporting Form

Committee or Working Group		<i>Finance Committee & Planning and Resources Committee</i>	
Date: 11/19/2013	Time:	Location:	
	4:00 p.m.	Board Conference Room	
Members Present			
Titles/Reps	Name FC/PRC	Present	Absent
Committee Chair	Richard Womack/William Haglelgam	x	
Committee Vice-Chair	Doman Daoas/Francisco Mendiola	x	x
Secretary	Phyllis Silbanuz/Cindy Edwin	x	
National Staff Rep.	Eugene Edmund/Zenica Yifthege		x
National Staff Rep.	Armand Mariano/ Mike Ioanis	x	x
National Faculty Rep.	William Taylor/Yen-ti Verg-in	x	
National Faculty Rep.	Kiyoshi Phillip/ Marian Medalla	x	x
National Faculty Rep.	John Haglelgam/		x
Pohnpei Campus Faculty Rep.	Cirillo Recana	x	
Pohnpei Campus Faculty Rep.			
Pohnpei Campus Staff Rep.	Twyla Poll/ Leyolany Anson	x	x
Pohnpei Campus Staff Rep.	Adleen Shed	x	
Chuuk Campus Faculty Rep.	Roger Arnold/ Kersweet Eria	x	
FMI Staff Rep.	Clotilda Dugwen/ Joseph Falmed	x	x
FMI Staff Rep.	Alice Pagal	x	
Yap Staff Rep.	Rosemary Manna/ Geraldine Mitagyow	x	
Yap Faculty Rep.	Raymond Permitez	x	
CRE Rep.	Sonny Padock		x
Kosrae Staff Rep.	Alik J. Phillip/ Eileen Nena/ Skipper Ittu/ Robert Jonas *Kosrae was in SLO meeting with Ross		x/x
Ex Officio Member	Danny Dumantay		x
National Staff Rep (Business Office)	Juvilen Mariano		x
SBA Rep	Sebastian Tairuwetairuwepiy		x

Additional Attendees: President Joseph Daisy, VPA Joe Habuchmai, Sinobu Lebehn

Agenda/Major Topics of Discussion:

I. Budget 2015

Discussion of Agenda/Information Sharing:

Doctor Womack chaired meeting as previously agreed between him and PRC chair.
Welcomed President Daisy and VP Habuchmai.

Both President and VPA expressed appreciation for inclusion in meeting

- Some strategies and allocation since last meeting based on \$775,548.88
- Sent to VPs to review
- Realized last week figure too small and needs will not be adequately addressed
- Breakdown for each department (get figures)
- Moved down to 60% personnel cut

President – background on status of FY 2015 budget

- Disburse by % to each department
- Even with allocation 775548.99, there are shortfalls
 - Example Chuuk needs water, out of fixed cost but recurring costs
- Achieved 65% personnel by eliminating vacant positions –short term fix
- Found that previous job audit didn't achieve desired results

William asked President if we will cut duplicate positions and President replied that we need to identify priorities, for example, the health and security necessity concerns brought up by Womack, need to establish guidelines for the eliminations and establish strategies to improve situations.

Womack thanked the President for answering the questions that were brought up in the Memo dated Nov. 19, 2013 because he was concerned that the percentages were arbitrarily thrown around with no justifications.

President further shared that everyone was surprised by the COME result of which 22% were no-admit. The result raised questions of whether COMET should be re-administered, lower scores, etc. The College takes students ill prepared for college and incur costs associated with remedial classes but we still loose them anyways. Low enrollments will impact our PELL and WASC concerns.

Womack asked VPA to give budget details based on notes taken from 11/7 EC meeting minutes.

VPA

-\$83,111 President's office

-100k IEQA

-100k VPIA

-31,316 VPSS

Balanced VPA – didn't share figures

President

-This budget precludes going to Fund balance

- Along with Dana's analysis, please read Marshall's report
- 100k accreditation funds - unanticipated costs
- ACCJC report in March for 2 issues, facilities (waiting for BECA), 2nd continued financial sustainability (want assurances that GOVT will provide funding against JEMCO decrement)
- As evidence, we should document meetings and steps going towards 65% goal
- ACCJC will want to visit college once read BECA report to verify if college is ready.
- need preliminary assessments now in anticipating of visit in April, will need outside resources to assist, outside consultants in case team comes in and we are not ready.
- nothing allocated in FY 2015 budget for this and is concerned.

Womack commented on 3rd bullet in Memo dated 11/19/2013 on four budget priorities

- budget priorities from minutes
- healthy, mission, strategic plan, IEMP
- Does not see anything in budget that addresses investing in human capital.

President

- might not be all there but there is a decision made not to freeze salaries
- read various studies/reports because it's addressed there
- one way to demonstrate commitment to human capital is to compensate them at current level
- Marshall's approach to personnel, 10k 2% reduction, 15k to 4% reduction, 30-35 85, 40-45 9%, over 45k, 10%, \$8m and personnel \$5m so 50%, etc.
- based on other studies that Dana presented: 70-75% personnel costs, modest increases of 1%-2%, 75% part time 50% full time... shifting these percentage other way 50% part time and 75% full time
- another approach is spending their fund balance, shifting money from accounts to fund balance

Womack – Personnel justification page 2 - KPress

- please explain in a nutshell K-Press advertisement

Is this some money saving device to avoid paying overloads to more expensive but more experienced permanent faculty?

President

- Maybe some ACE preparations
- will need Joe to do research

Womack

- appreciation to Daisy regarding discussion answers
- wanted to be kept in the loop so didn't get blindsided like last budget preparation
- share answers with other committees and discuss

President

- hope that both committees will take information and brainstorm and get back with some ideas to improve situation
- # of things suggested that had merit but were not pursued like parking decal and some others not followed thru

Womack

Thanked President and VPA and asked for motion to adjourn.

Alik moved to adjourn, ChuukKerswet 2nd at 5:16pm

Handouts/Documents Referenced:

- 1. Budget FY 2015 Scenario**
- 2. Memo from FC Chair to VPA Habuchmai**

College Web Site Link:

Prepared by:	<i>Phyllis Silbanuz</i>	Date Distributed:	<i>11/19/2013</i>
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Approval of Minutes Process & Responses:

Due to the number of people for the two committees plus end of semester and holidays, approval was finalized and dated 02/03/2013.

Submitted by:	<i>Phyllis Silbanuz</i>	Date Submitted:	<i>11/19/2013</i>
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities

