

**College of Micronesia – FSM
Committee (Working Group) Minutes Reporting Form**

Committee or Working Group:	Management Team
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Date:	Time:	Location:
5/6/14	2:00pm	Board of Regents Conf. Room

Members Present:

Titles/Reps	Name	Present	Absent	Reason
Dean, Kosrae Campus	Kalwin Kephas		X	Off island
Director, Pohnpei Campus and Career & Technical Education	Grilly Jack	X		
Dean, Chuuk Campus	Kind Kanto	X		
Director, Yap/FMI Campus	Lourdes Roboman	X		
Acting Dir. Financial Aid	Arinda Swingly	X		
Dir. Human Resources	Rencelly Nelson		X	
Dir. Learning Resource Center***	Jennifer Helieisar	X		
Dir. Admission, Records, Retention/Registrar	Joey Oducado		X	Sick
Dir. Information Technology**	Gordon Segal	X		
Comptroller	Danny Dumantay		X	Off island
Dir. Facilities and Maintenance	Francisco Mendiola		X	
Dir. Counseling*	Penselynn E. Sam	X		
Dir. Student Life	Morehna Rettin-Santos	X		
Cooperative Research & Extension Coord.	Engly Ioanis	X		
Dir. FMI	Mathias Ewarmai	X		
Dir. Institutional Research & Planning	Jimmy Hicks	X		
Dean Academic Programs	Maria Dison		X	

*** Chair ** Vice Chair *Secretary

Additional Attendees:

Agenda/Major Topics of Discussion:

- 1) April 15 minutes
- 2) Reports
 - a) HR office
 - b) IRPO office
- 3) Updates

Discussion of Agenda/Information Sharing:

- 1) Members of the Management Team will vote electronically on April 15 minutes.
- 2) Reports
 - a. Because HR Director was absent from the meeting, reports on her part are tabled.
 - b. TracDat: A schedule has been set up for state campuses for working sessions. A request from Yap Campus to have Jimmy train FMI and Yap Campus at the same time was made.
- 3) Updates
 - a. IRPO: Revised institutional benchmarks were submitted to ACCJC.
 - b. Pohnpei Campus held their Incentive Awards on May 5, 2014.
 - c. Chuuk Campus Spring semester graduation will be held on May 15, 2014, while
 - d. FSM FMI & Yap Campus Spring semester graduation will be held on May 20, 2014. FSM FMI is also working on their course outlines and will be sending them to the VPIA and CAC.
 - e. The National Campus Spring semester graduation ceremonies will be held on May

15th and rehearsal is to take place on May 14th.

4) Others: A concern was raised regarding the preview and release of the video of the ceremony of COM-FSM's commemorative stamp. There was a question as to who or what office is authorized to preview the video before it is released to Island Cable for public viewing. Gordon Segal advised that the video be sent to IT, Juan Paulo Santos, for preview.

5) Meeting adjourned at 2:34pm.

Comments/Upcoming Meeting Date & Time/Etc.:

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Handouts/Documents Referenced:

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College Web Site Link:

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Prepared by:	Penselynn E. Sam	Date Distributed:	
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Approval of Minutes Process & Responses:

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

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Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments