

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

<b>Committee or Working Group:</b>	Human Resources Committee
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<b>Date:</b> January 08, 2015	<b>Time:</b> 3:00 p.m.	<b>Location:</b> BOR Conference Rm.
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**Members Present/Absent:**

<b>Title/Representative</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Reasons</b>
Chair, HRC	Marylene Bisalen	X		
Vice chair, HRC	Ross Perkins	X		
Secretary, PNI S	Maureen Mendiola	X		
NTL S	Norma J. Edwin	X		
NTL S	Julia Martin	X		
NTL F	George Mangonon	X		
FMI S	Regina Faimau	X		
YAP S	Fidelia Gilmar		X	
CHKK F	Genevy Samuel		X	
NTL F	Sylvia Henry		X	Advising
KSA S	Arthus Jonas		X	
NTL F	Allain Burgoin		X	
PNI F	Deeleeann Daniel		X	Advising
PNI S	Albert Amson		X	Kid's errand
NTL S	Benina Ilon		X	
NTL S	Yolina Yamada		X	
NTL S	Kathy Benjamin			Joined other committee
NTL S	Alfred Olter	X		
NTL F	John Haglelgam		X	
KSA S	Kenye Killin	X		
KSA F	Tara Y. Tara	X		
NTL F	Mark Kostka		X	
NTL F	Jazmin Gonzales	X		
NTL S	Rencelly Nelson		X	Sick
CHKK S	Kersweet Eria		X	On leave
NTL S	Julia Mix		X	

**Additional Attendees:**

**Agenda/Major Topics of Discussion:**

- Call to Order
- Roll Call/Declaration of Quorum
- Review of Agenda
  - a) HRC Self-assessment Fall 2014 (action item)
- Approval of Minutes
  - a) Minutes of December 04, 2014 (action item)

- Old Business
  - a) HRC Self-assessment – Fall 2014 (action item)
- New Business
- Adjournment

**Discussion of Agenda/Information Sharing:**

Chairperson Marylene Bisalen called the meeting to order at 3:10 pm. She welcomed everyone back and further announced that Kathy Benjamin has withdrawn from HRC to join another committee. Before each meeting, chair suggested that HRC members should introduce them starting with the off-island members in order to have accurate attendance.

Adoption of Minutes:

There were not enough quorums so it was decided to table the approval of the December 04, 2014 minutes for online adoption.

HRC Assessment:

The floor is turned to Vice Chair Ross to briefly explain the self-assessment.

Vice Chair briefly touched based on the general highlights received from HRC members on key areas to improve for effectiveness.

- Communication issues in the past
- Last HRC in the previous years were unproductive
- No bridge communication between HRO & HRC
- Documents should be sent out on a timely manner
- Make sure HRC chair recognize voice raised by state campuses

He further suggested that HRC need to work on Q. #6 (The ex-officio member provides direction and guidance for HR committee) but all in all, HRC is doing a pretty good job.

Chair thanked Ross for taking time to do the assessment, as she never recalls any HRC member doing an assessment on this committee.

V. Chair recommended HRC to endorse the assessment before it could be shared with EC for their info.

Norma suggested if HRC could address this assessment to others to incorporate their inputs to the report.

When a document from any office is to be discussed in the meeting, Alfred suggested that a representative from that office be present to briefly explain that document.

All the members present voted “yes” to the December 4<sup>th</sup> minutes and endorsed the self-assessment. Ross suggested the absent members to send their votes online.

Miscellaneous:

Alfred shared with HRC that Director of Maintenance is sending a memo to appropriate officials in regards to a huge drop in salary for most of his staff who are converted from special contract to regular positions.

V. Chair suggested removing John Haglelgam from the committee as he never informed nor attended one of the meetings.

Meeting was adjourned at 3:35pm.

**Comments/Upcoming Meeting Date & Time/Etc.:**

January 22, 2015 @ 3:00pm – Board’s Conference Room

**Handouts/Documents Referenced:**

- Minutes of December 04, 2014 (emailed to HRC on Dec. 10, 2014)
- HRC Self-Assessment

**College Web Site Link:**

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**Prepared by:**

Maureen Mendiola

**Date Distributed:**

01/12/15

**Approval of Minutes Process & Responses:**

Minutes for 12/04/14 will be voted and adopted on-line.

**Submitted by:**

**Date Submitted:**

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

**Action by President:**

Item #	Approved	Disapproved	Approved with conditions	Comments