**College of Micronesia FSM**

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| Committee Minutes Reporting Form |
| **Committee or Working Group** | *Council of Chairs* |
| **Date** | **Time** | **Location** |
| Friday, February 13, 2015 | 13:34 | President's Conference Room |
| Members Present |
| **Titles/Reps** | **Name** | **Present** | **Absent** |
| ChairFacilities & Campus Environment  | Dana Lee Ling | X |  |
| Vice ChairFaculty and Staff Senate/Faculty Representative | Kasiano Paul |  | X |
| SecretaryInformation, Communication, and Tech | Shaun Suliol | X |  |
| Student Success Committee | Mike Ioanis | X |  |
| Recruitment, Admission and Retention | Jeff Arnold |  | X |
| Finance  | Doman Daoas |  | X |
| Curriculum & Assessment | Joseph Felix, JR | X | Proxy for Susan Moses (off island) |
| Human Resources | Marylene Bisalen | X |  |
| Additional Attendees |
|  |  |
|  |  |
| Agenda/Major Topics of Discussion: |
| 1. Adoption of Minutes
2. Committee Reports
3. Items from VPIEQA
4. Communications of committee members calling in to meetings
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| Discussion of Agenda/Information Sharing: |
| 1. Minutes approved (3 in favor 2 abstentions)
2. Committee Reports:
	1. CAC –
		1. Second reading on Credit by examination. Added a line in the policy, 3rd paragraph “Credit for courses earned bty examination will be entered on the student’s permanent record as credit by examination” was added.
		2. Meeting with VPIEQA and VPIA, DAB on standard iiA on March 20.
		3. Will be looking at “procedures for Program modifications.”
	2. HRC
		1. Sylvia Henry replaced Ross Perkins who left the college. Ross was recognized for his service
		2. During Feb 5th meeting, they covered policy 003, provided by HRO to HRC for review and endorsements.
			1. Employment Benefits
			2. Holidays
			3. Clarification on the official name of Pohnpei Campus
			4. Social Security benefits (endorsed)
			5. Line of duty injury/Workers Compensation. Open for discussion should it include “regular employees” or “all employees”
			6. Optional benefits. Needs clarification on phrase “unless restricted by law”.
			7. Recommends to add retirement plan under “Optional benefits”
			8. Recommends words like regular and permanent. Use regular for consistency.
			9. Tuition Wavier and reduction change in language…grammatical. This policy was reported by the HRC chair to have been altered last year and HRC has simply inherited the changed policy and is only formatting the policy into the new format. CoC chair is now more concerned than before that a change in benefits which affects all employees was done without broad communication and input and will now be sent to the board in the guise of a formatting change only. CoC chair remains concerned about the legality of tuition rate that varies according to who pays. There is also the potential for the shift to appear to be an attempt by the college to carve off more Pell monies for the college - putting the US government in the position of effectively paying for an employee benefit. As CoC still has not been permitted to see the language of the policy, there is every possibility the chair is in error.
3. SCC
	1. New committee nothing to report
	2. Elected officers
		1. Mike chair
		2. Vice Taylor Elidok
		3. Secretary Dana
4. ICT
	1. Meeting with VPIEQA end of the month
	2. Message from IT Director on Committees letting their ppl know about VOIP and the loss of Overseas
5. FCE
	1. Met with VPIEQA
		1. VPIEQA reports that ALO Ross has left the College. Her workload is more, she requests all committees to assist by completing their parts on the Standards, as part of the self-study.
		2. College in American Samoa was put on “show cause” in January 2015. So our assistance is needed to make sure we do not have the same issues. Without Ross, an Assessment Coordinator, the “risk” is there.

Other Business:Question from HRC Chair to ICT Chair, will VOIP get better as it is very choppy?ICT Chair will seek out an official answer from the IT Director and report back2pm Motion to adjourn was made, seconded, and voted to adjourn.  |
| Documents Referenced |
| None |
| **College Web Site Link:** |  |
| **Prepared by:** |  | **Date Distributed:** |  |
| Approval of Minutes Process & Responses: |
|  |
| **Submitted by:** |  | **Date Submitted:** |  |
| Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities |
| Next meeting: TBA |