

Committee Minutes Reporting Form		
Committee or Working Group		<i>Facilities & Campus Environment</i>
Date	Time	Location
Jan 8, 2016	13:00	Board Conference Room
Members Present		
	Titles/Reps	Names
1.	Chair (National Campus Faculty)	Michael Mueller, <i>present</i>
2.	Vice Chair	Romino Victor, <i>present</i>
3.	Secretary	<i>none</i>
4.	"Ex-Officio Member "- Director, Maintenance	Francisco Mendiola, <i>present</i>
5.	Chuuk Maintenance	Benjamin Akkin, <i>absent</i>
6.	Chuuk Faculty	Muity Nokar, <i>absent</i>
7.	FMI Maintenance	John G. Giltamngin, <i>absent</i>
8.	Kosrae Campus Faculty	Teodoro Bueno, <i>present</i>
9.	Kosrae Campus Faculty	Lyte Chapap, <i>absent</i>
10.	National Campus Faculty	Don Buden, <i>present</i>
11.	National Campus Faculty	Reynaldo Garcia, <i>present</i>
12.	National Campus Faculty	Roldan Laquerta, <i>present</i>
13.	National Campus Faculty	Ringlen Ringlen, <i>present</i>
14.	National Campus Faculty	Ikoli Ilongo, <i>present</i>
15.	National Campus Faculty	Paul Gallen, <i>present</i>
16.	National Campus Faculty	Rafael Pulmano, <i>present</i>
17.	National Campus Security	Warren Ching, <i>absent</i>
18.	National Staff LRC	Bruce Robert, <i>present</i>
19.	National Staff IT	Christopher Gilmete, <i>present</i>
20.	National Staff CRE	Fredson Ardos, <i>absent</i>
21.	National Maintenance	Alfred Olter, <i>absent</i>
22.	Student Representative	Carie-Ann Clyde Yauwelmong, <i>absent</i>
23.	National Campus Residence Hall	Marlou Gorospe, <i>present</i>
24.	National Campus Recreation	Loatis Seneres, <i>absent</i>
25.	Pohnpei Faculty	Cindy Pastor, <i>present</i>
26.	Pohnpei Faculty	Nestor Mangubat, <i>present</i>
27.	Staff Representative	Loatis Sneers, <i>absent</i>
28.	Pohnpei Faculty	Jean Ranahan, <i>present</i>
29.	Pohnpei Campus Faculty Rep.	Mathew Thiel, <i>absent</i>
30.	Pohnpei Campus Faculty Rep.	Salba Silbanuz, <i>present</i>
31.	Pohnpei Campus Maintenance	Bruno Barnabas, <i>present</i>
32.	Yap Maintenance	Moses Faimau, <i>absent</i>
33.	Yap Campus	Edmund Woguth, <i>absent</i>

Additional Attendees

none

Agenda/Major Topics of Discussion:

1. Approval of the Minutes of last Meeting (December 11, 2015)
2. Old Business
 - a.) Shuttle Bus Service/Fee
 - b.) Special and Permanent Contracts
3. New Business
 - a.) Student Complaints/Suggestions
 - b.) Study Space
 - c.) State Campuses Updates
 - d.) Alternatives to Committee Service
 - e.) Communication Technology (VOIP, Skype, and Instant Messenger)

Discussion of Agenda/Information Sharing:

The minutes of our last meeting (Dec. 11, 2015) were approved.

Director Mendiola gave us an update about the Inter-Campus Shuttle Service Fee.

Director Mendiola gave a short presentation concerning special and permanent contracts: The college has created 36 new full-time positions, 26 of which have already been budgeted. These were created **to replace** long-term special contract positions.

Action Item: The FCE committee made the following recommendation: Whenever an employee on **special contract** is offered **permanent employment**, her or his **years of service** in that position should be **taken into account** when determining the **new level of pay**. This is especially important for employees who have been on special contract **for many years**. It was also noted that the college is **in violation** of its own policy whenever it keeps employees on special contracts for **more than one year**.

Action Item: The committee recommended that **outdoor lights** should be installed at the **volleyball court** at National Campus, so that students can play after dark.

Action Item: The committee recommended that **more huts (or naas)** should be constructed at **all campus sites**. This would create a **cheap short-term solution** to the problem of **inadequate study space** at most campuses. The college should **fund and maintain** these structures, since it is responsible for providing a **sufficient amount** of study space to its students. Students need places where they can study, spend time in between classes, or wait for their transportation.

Special emphasis was given to the construction of a student area at **Pohnpei Campus** where the Naas had been located. It should be **open** (no walls) and conducive to **student learning**.

Action Item: The committee studied an **action memorandum** concerning possible alternatives to serving on a standing committee. After **various revisions** were suggested by committee members, the **amended memorandum** was unanimously approved.

The meeting was adjourned at 2.00PM.

Handouts/Documents Referenced:

- **Agenda for Dec. 11 Meeting**
- **Board Policy No. 7004 (Inter-Campus Shuttle Service Fee)**
- **Administrative Procedure No. 7004 (Inter-Campus Shuttle Service Fee)**
- **Student Survey (October Reach Out Local Meeting)**
- **Action Memorandum (Faculty and Staff Committee Duty and Alternative Ways of Serving)**

Prepared by: Michael Mueller

Date Distributed: Jan.9, 2016