

<b>Committee Minutes Reporting Form</b>		
<b>Committee or Working Group</b>		<i>Facilities &amp; Campus Environment</i>
<b>Date</b>	<b>Time</b>	<b>Location</b>
August 19, 2016	13:00	Board Conference Room
<b>Members Present</b>		
	<b>Titles/Reps</b>	<b>Names</b>
1.	Chair (National Campus Faculty)	Michael Mueller, present
2.	Vice Chair	Romino Victor, present
3.	Secretary	Ringlen Ringlen, present
4.	<i>"Ex-Officio Member "- Director, Maintenance</i>	Francisco Mendiola, present
5.	Chuuk Maintenance	Benjamin Akkin, <i>at Chuuk Mini-Summit</i>
6.	Chuuk Faculty	Muity Nokar, <i>at Chuuk Mini-Summit</i>
7.	FMI Maintenance	John G. Giltamngin, absent
8.	Kosrae Campus Faculty	Teodoro Bueno,absent
9.	Kosrae Campus Faculty	Lyte Chapap, absent
10.	National Campus Faculty	Don Buden, present
11.	National Campus Faculty	Reynaldo Garcia, present
12.	National Campus Faculty	Roldan Laquerta, present
14.	National Campus Faculty	Ikoli Ilongo, present
15.	National Campus Faculty	Paul Gallen, absent
16.	National Campus Faculty	Rafael Pulmano, absent
17.	National Campus Security	Warren Ching, present
18.	National Staff LRC	Bruce Robert, present
19.	National Staff IT	Christopher Gilimete, present
20.	National Staff CRE	Fredson Ardos , absent
21.	Student Representative	Brandon Kiyomasa, absent
22.	Student Representative	Praiselyn C. Lodge, absent
23.	National Campus Residence Hall	Marlou Gorospe, absent
24.	National Campus Recreation	Loatis Seneres, Castro Joab for Loatis
25.	Pohnpei Faculty	Cindy Pastor, excused by supervisor
26.	Pohnpei Faculty	Nestor Mangubat, present
27.	Staff Representative	Loatis Sneers, absent
28.	Pohnpei Faculty	Jean Ranahan, present (called in)
29.	Pohnpei Campus Faculty Rep.	Mathew Thiel, absent
30.	Pohnpei Campus Faculty Rep.	Salba Silbanuz, absent
31.	Pohnpei Campus Maintenance	Bruno Barnabas, present
32.	Yap Maintenance	Moses Faimau, present (called in)
33.	Yap Campus	Edmund Woguth,

<b>Additional Attendees</b>	
none	
<b>Agenda/Major Topics of Discussion:</b>	
1. Call to order	
2. Approval of minutes of last meeting ( <u>April 15, 2016</u> )	
3. Old Business	
a.) Rafael Pulmanos report on vandalism on a concrete study table at National Campus	
b.) <u>Action Item</u> : Recommendation to replace paper towel dispensers with electric hand dryers at National Campus	
c.) Discussion about loitering young community members at National Campus, as reported by Chief of Security Warren Ching	
4. New Business	
a.) Updates by Director Mendiola on:	
• <b>IDP</b> ( <i>Infrastructure Development Project</i> )	
• <b>JEMCO</b> ( <i>Joint Economic Management Committee</i> ) meeting on August 24	
• New <b>metal detectors</b> at Pohnpei Campus	
b.) Updates from the <b>state sites</b>	
c.) <u>Action Item</u> : Recommendation to amend <b>AP</b> ( <i>Administrative Procedure</i> ) <b>7007</b> , in regards to the administration of revenues generated from the gym fees	
d.) <u>Action Item</u> : Recommendation to acquire <b>standardized uniforms</b> for security staff members	
e.) Election of officers	
4. Adjournment	

- **IDP** (*Infrastructure Development Project*)
- **JEMCO** (*Joint Economic Management Committee*) meeting on August 24
- New **metal detectors** at Pohnpei Campus

## Discussion of Agenda/Information Sharing:

1. Call to order

2. Approval of the minutes of our last meeting (April 15, 2016)

3. Old Business

a.) Rafael Pulmanos report on vandalism on a concrete study table at National Campus was skipped, since he was absent from the meeting.

b.) Action Item: Recommendation to replace paper towel dispensers with electric hand dryers at National Campus. COM has purchased 13 units. They should be here next week or the following week. *Update by Director Mendiola.*

c.) Discussion about loitering young community members at National Campus, as reported by Chief of Security Warren Ching. Security can monitor the campus and make sure loiterers do not damage anything. But they cannot inform the public that they are not welcome.

3. New Business

d.) Update by Director Mendiola on:

- **IDP** (Infrastructure Development Project) Team from SBOC office flew to Hawaii to testify with JEMCO about \$8.5 M, concerning the projects for the campus. Infrastructure improvements. Core project is the NC Student Center. Yap is complete. Director Mendiola met with the FSM staff yesterday, Thursday, Oct 18, 2016 and the team was very supportive of our projects. By April next year, we will be submitting our projects for fiscal year 2018.
- **JEMCO** (Joint Economic Management Committee) Will be meeting on August 24. They will be discussing, among other matters, budgets issues from FSM and the infrastructure projects from the college.
- New **metal detectors** at Pohnpei Campus have been received. They have identified some ammunition in the bunker and put them in safe places. Training on how to identify ammunitions and put them away using the metal detectors has been proposed by the college and given to

FSM to be forwarded to US Embassy.

e.) Updates from the **states sites**: *No updates*

f.) **Action Item**: Recommendation to amend AP (Administrative Procedure) **7007**, in regards to the administration of revenues generated from the gym fees. Proposed language change: The Department of Administrative Services and the Director of Maintenance shall administer revenues collected from the gym fees. Funds generated from the fees shall be used for repairs and maintenance of the gym, including purchasing of parts, materials, equipment, and payments of contract.

Approval of expenditures shall be by the Vice President of Administrative Services or the Director of Maintenance, depending on the expenditure amounts.

g.) **Action Item**: Recommendation to acquire **standardized uniforms** for security staff members. The Chief of Security had a meeting with Comptroller, PNI Campus security and VPAS. It was agreed to purchase Class A (for ceremonial purposes, more formal) and Class B (less formal, everyday use) type uniforms.

h.) **Action Item**: Recommendation to install security lights around the concrete study tables. Students like to hang out there after dark, but cannot be monitored due to insufficient lighting.

i.) Election of officers: Chair: Mr. Michael Mueller, Vice: Romino Victor, Secretary: Ringlen Ringlen

4. Adjournment: 13:45

**Handouts/Documents Referenced:**

Administrative Policy 7007

Prepared by: Ringlen Ringlen

Date Distributed: 8/21/16