

**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>	<b>Time:</b>	<b>Location:</b>
Nov. 05, 2015	3:00 P.M.	Board’s Conference Room

<b>Members Present/Absent:</b>				
Title/Representative	Name	Present	Absent	Reasons
Chair, HRC	George Mangonon	X		
Vice chair, HRC	Tara Y. Tara	X		
Secretary, NTL S	Julia N. Martin	X		
“Ex-Officio Member” Director, HRO	Rencelly Nelson		X	
CHK F	Genevy Samuel		X	
CHK S	Marylene Bisalen	X		
FMI S	Regina Faimau	X		
KSA S	Kenye Killin		X	
NTL F	Robert Andreas	X		
NTL F	Jazmine Gonzales		X	
NTL S	Norma Edwin	X		
NTL S	Benina Ilon	X		
NTL S/FSS Rep	Martin Mingii	X		
NTL S	Julieta Mix		X	
NTL S	Alfred Olter	X		
NTL S	Yolina Yamada		X	
PNI F	Bertoldo Esteban	X		
PNI F	Emmanuela Garcia	X		
PNI S	Albert Amson	X		
PNI S	Maureen Mendiola	X		
Yap S	Monica Rogon	X		

<b>Additional Attendees:</b>	Arinda Swingly Halbert
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<b>Agenda/Major Topics of Discussion:</b>
<ol style="list-style-type: none"> <li>1. Call to order</li> <li>2. Roll call; declaration of quorum</li> <li>3. Adoption &amp; Review of Agenda             <ol style="list-style-type: none"> <li>a. Review of Board Policy on Section X – Tuition Waiver</li> <li>b. Information Sharing on Committee Representation to EC in the Absence of COC</li> </ol> </li> </ol>

- c. Information Sharing on Actions Taken re Faculty Minimum Qualification
  - d. Others
- 4. Approval of Minutes
  - a. Minutes of October 8, 2015 (for adoption)
  - b. Minutes of October 22, 2015 (for adoption)
- 5. Old Business
  - a. Review of Board Policy on Section X – Tuition Waiver (with Arinda Swingly)
- 6. New Business
  - a. Information Sharing on Committee Representation to EC in the Absence of COC
  - b. Others
- 7. Adjournment

**Discussion of Agenda/Information Sharing:**

Chairman Mangonon called the meeting to order at 3:05 P.M. He welcomed and thanked everyone for coming.

The committee currently has 21 members. There was a quorum of more than 25% present at the meeting site, so Chairman Mangonon declared meeting to progress.

**Adoption and Review of Agenda:**

Norma moved to adopt the agenda, and it was seconded by Maureen. Majority was in favor to adopt the agenda, so agenda was approved. Chairman briefly went over the agenda.

**Approval of Minutes:**

Minutes of October 8, 2015 was open for discussion. Emmanuela moved to adopt the minutes, and it was seconded by Martin. Majority was in favor to adopt the minutes, so October 8, 2015 minute was unanimously adopted.

Minutes for October 22, 2015 was also open for discussion. Norma moved to adopt the minutes, and it was seconded by Emmanuela. Majority was in favor to adopt, so October 22, 2015 minutes was unanimously adopted.

Members at the state campuses had called in, and Mrs. Arinda Swingly Halbert from Financial Aid Office had arrived, so introduction was then called to order, starting from those present at the meeting site.

**Old Business**

Review of Board Policy on Section X – Tuition Waiver (By Arinda Swingly Halbert)  
 The committee needed clarification on the age limit (22 yrs. old) presented in the Tuition Waiver policy draft. Arinda had no idea about the age limit. She presented the committee with a copy of the FAFSA and explained that determination of dependency depends on the answers to the questions on Step 3 (page 5) on the FAFSA. Once a student answered yes to any of the questions,

then the student is automatically declared as an independent student. The FAFSA's age limit for dependency is 24.

There was a question raised: Where was the information provided in the Tuition Waiver policy draft taken from. It was clear it wasn't from the Financial Aid Office. It was assumed that it was taken from the study done on the other colleges in the region?

Further discussion on the topic was moved and seconded to be tabled. Norma, Maureen, and Marylene were tasked to find more details on this and report back to the committee.

**New Business**

Information Sharing on Committee Representation to EC in the Absence of COC  
Chairman briefed the committee on a message from the president (dated October 27, 2015) to the chairmen of the standing committees. The president and the Council of Chairs (COC) discussed the role and effectiveness of the COC and most felt that the council should be eliminated. They also discussed whether chairs of the standing committees should serve on the EC to strengthen more genuine representation. Clearly most of the chairs feel that serving on EC would be deemed burdensome and would not necessarily resolve what is fundamentally a communication challenge. Chairs shared that EC often considers recommendations that may not directly relate to their standing committee and thus participation on EC would likely often feel irrelevant, unnecessary, and perhaps an ineffective use of their time. The COC is to be called upon only when necessary.

**Information Sharing on Actions Taken re Faculty Minimum Qualification**

In the October 22, 2015 meeting, the committee proposed that FSS hold a faculty forum to present the proposal to the faculty and get their feedback. HRC Faculty Staff Senate (FSS) representative Martin suggested faculty representative to the Faculty Staff Senate Dr. Ilongo takes the initiative to discuss the matter with the faculty members. Chairman Mangonon shared that he has already shared the proposal with his division during their meeting. He already forwarded the feedback he gathered to Interim VPIA Simion and suggested that she asked the division chairs to also share the information with their colleagues during their division meetings and get feedback. Norma reminded everyone the purpose of having representations from the different departments: to share and discuss the information with each respective department.

Meeting was adjourned at 4:05 P.M.

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

**Handouts/Documents Referenced:**

- Finalized minutes of meeting 10-08-15
- Draft minutes of meeting 10-22-15
- Policy 003, Section X. EMPLOYMENT BENEFITS
- Tuition Wavier and Reduction Procedures

<b>College Web Site Link:</b>
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<b>Prepared by:</b>	Julia N. Martin	<b>Date Distributed:</b>	11/16/2015
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<b>Approval of Minutes Process &amp; Responses:</b>
Minutes for October 8, 2015 and October 22, 2015 were approved and adopted in today's meeting

<b>Submitted by:</b>		<b>Date Submitted:</b>	
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<b>Summary Decisions/Recommendations/Action Steps/Motions with Timeline &amp; Responsibilities:</b>
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Norma, Maureen, and Marylene were tasked to find the information needed to continue discussion on Policy 003, Section X. EMPLOYMENT BENEFITS: re age limit for dependency
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<b>Action by President:</b>
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Item #	Approved	Disapproved	Approved with conditions	Comments