

<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>	
December 8, 2017	13:00	Board Conference Room	
<b>Members Present</b>			
	<b>Titles/Reps</b>	<b>Names</b>	<b>Remarks</b>
1.	Chair (CTEC Faculty)	Romino Victor	Present
2.	Vice Chair (National Campus LRC)	Bruce Robert	Present
3.	Secretary (CTEC Faculty)	Jean Ranahan	Present
4.	<i>"Ex-Officio Member "- Director, Maintenance</i>	Francisco Mendiola	Present
5.	Security	Sakios Mesiap	
6.	Chuuk Maintenance	Benjamin Akkin	Present
7.	Chuuk Faculty	Muity Nokar	
8.	Kosrae Campus Staff Rep	Teodoro Bueno	
9.	Kosrae Faculty	Tara Y. Tara	Final exam conflict
10.	Kosrae Campus Staff Rep	Lanson Alik	
11.	National Campus Faculty	Don Buden	Present
12.	National Campus Faculty	Reynaldo Garcia	
13.	National Campus Faculty	Ikoli Ilongo	
14.	National Campus Faculty	Rafael Pulmano	Final Exam Conflict
15.	National Campus Faculty	Susan Moses	Present
16.	National Campus Faculty	Michael Muller	Present
17.	National Staff IT	Christopher Gilimete	Present
18.	National Maintenance	Amirhter Thozes	Present
19.	National Campus Residence Hall	Marlou Gorospe	Present
20.	National Campus Residence Hall	Loatis Seneres	
21.	CTEC Faculty	Cindy Pastor	Present
22.	CTEC Faculty	Nestor Mangubat	Present
23.	CTEC Faculty	Salba Silbanuz	Present
24.	CTEC Maintenance	Bruno Barnabas	
25.	CTEC Staff	Edwin Sione	Present
26.	Yap Campus Staff	Steven Young-Uhk	Present
27.	Yap Campus Staff	Moses Faima	Present
28.	FMI	John Giltamngin	
29.	SBA Representative	Hiromi Taulung	

<b>Additional Attendees</b>	
<i>None</i>	

**Agenda/Major Topics of Discussion:****AGENDA**

1. Call to order
2. Approval of Minutes of Last Meeting (Oct 13,2017)
3. New Business
  - a) IDP updates ( Director Mendiola)
  - b) Maintenance and Renovations update
  - c) Policy Update
4. Updates from State sites
5. Miscellaneous
6. Adjournment

**Discussion of Agenda/Information Sharing:**

1. The meeting was called to order at 1:04 pm.
2. Minutes of the last meeting of October 13 were approved.
3. Director Mendiola updated the committee on IDP, Maintenance and Renovations, and Policy. His report follows:

**IDP Update:**

Beca Design Contract.

Design work for the Pohnpei campus and National Campus projects are now completed and ready for final review.

FY2018 IDP Budget has been approved by Congress in the amount of \$4,252,250 for the following projects.

**COLLEGE OF MICRONESIA-FSM IDP BUDGET FY2018**

Items	Campuses	Project Description	Amount
1	National	New Health Clinic (design and building cost)	\$1,590,000
2	National	Infrastructure Upgrade	\$835,000
3	Kosrae	Design of Multi Purpose Building with associated parking and walkways	\$329,000
4	Chuuk	Design Building 1&2, Design On-Site Power, Water Supply & Sewer System, Parking and walkways	\$1,377,000

5		Construction Management items 1&2	\$121,250
		<b>Grand Total</b>	<b>\$4,252,250</b>

**Maintenance Projects:**

- The MITC toilet is completed should be ready for use by next week.
- CIS lab extension of building-J is also complete.
- Residence Rooms for RAs have been renovated, 30 bed frames replaced and 48 new mattresses were ordered and have arrived.
- 18 Computer lab chairs for education division have been replaced.
- Installation of three-phase power supply from the gym to the agriculture building to power the pork slaughter room is also completed.
- Five solar area lights have been installed at the residence halls to improve security. Ten more will be installed around campus.

**Transportation & Communication:**

- Bus passes for spring 2018 were mailed this week.
- A radio repeater has been installed on Telecom Antenna Tower located at the Sokehs Ridge. The repeater allows direct radio communication around Pohnpei to the shuttle buses and to those that have radios from PNI campus and National Campus maintenance office. This communication system is intended to improve reliability and safety of our transportation system.
- Four vehicles are scheduled to be replaced this fiscal year. Security Van, Kosrae Campus truck, National Maintenance 4x4 flat bed and mini flat bed with lift for fuel delivery.

**Policy Update:**

- Stand-by differential compensation policy has been placed on hold by VPAS and President's Office.

Members asked for and received the following clarifications:

Regarding the IDP process for receiving funds: Congress approves → OIA approves → College requests proposals and bidding → College submits recommendation to OIA → OIA approves and sends grant award

Regarding the CIS lab extension: The Education Division is now free to request the use of the room that has been vacated.

Regarding the Policy: It is important to have a person on campus within twenty minutes of a report of emergency.

#### 4. Updates from State sites

Chuuk reported on ongoing electrical work and work on the water tank. Chuuk requests replacement of its bus.

Yap inquired when it will receive 356 sockets for lights. Director informed that the sockets will be sent soon.

Pohnpei (CTEC) has built 5 bunks beds and will complete finishing work next week.

Pohnpei (CTEC) also requests to know the purpose of the water catchment tank that has been in storage for the past year. Director will review the status of the idea to install rainwater catchment at the gym.

#### 5. Miscellaneous

College has received a grant from the Department of Interior to sponsor Maintenance Assistance Program Training January 22-24. Maintenance supervisors will join State Hospital, Port Authority and other agencies.

The National Campus New Faculty Building old air conditioner will be removed.

The Chair met with VPIEQA and VPIA regarding completing the reporting schematics on the committee's TOR; however, the VPEMSS was not present at the meeting so the matter could not be satisfactorily resolved. VPIA's suggestion to report all matters to his office except for real emergencies is not clear enough. One suggestion offered at this FCE meeting was to split the FCE committee into two committees, one committee making maintenance recommendations to VPIA and the other making security recommendations to VPEMSS.

A suggestion was made that (after an incident of in appropriate security response during a CTEC campus security incident) new security personnel should have proper training especially in arresting procedures. In Chuuk, State Police provide training.

#### 6. Adjournment -The meeting adjourned at 1:48 pm.

#### Handouts/Documents Referenced:

<b>Prepared by:</b> Jean Ranahan	<b>Date Distributed to committee for review:</b> December 11, 2017	<b>Date approved:</b> 2/2/2018
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