

**College of Micronesia – FSM
Committee (Working Group) Minutes Reporting Form**

Committee or Working Group:	Human Resources Committee
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Date:	Time:	Location:
March 4, 2021	3:00pm-4:00pm (PNI & Kosrae) 2:00pm-3:00pm (Chuuk & Yap)	On-Line Zoom Meeting

Members Present/Absent:				
Title/Representative	Name	Present	Absent	Reasons
1. Chair, Chuuk Faculty	Genevy Samuel	X		
2. Vice chair, National Faculty	Karen Kan-Lun Tu	X		
3. Secretary, CTEC Staff	Maureen Mendiola		X	Feeling ill (vaccine)
4. “Ex-Officio Member” Director, HRO	Rencelly Nelson		X	Off island
5. CHK Staff	Marylene Bisalen	X		
6. KSA Staff	Arlynza J. Talley	X		
7. KSA Staff	Shrue-Miako Sahn	X		
8. NC Faculty	Leilani W. Biza		X	Off island
9. NC Faculty	Pearl H.Olter-Pelep		X	Feeling ill
10. NC Staff	Norma Edwin	X		
11. NC Staff	Maryallen Manuel		X	Off island
12. NC Staff	Yolina Y. Irons		X	Unable to log in
13. NC Staff/CRE	Merleen Elias		X	Feeling ill (vaccine)
14. NC Staff/AS	Twyla Poll		X	
15. NC Staff	Josephine Kostka		X	
16. NC Staff	Tetaake Yee Ting	X		
17. NC Faculty	George Mangonon	X		
18. CTEC Faculty	Emmanuela Garcia	X		
19. CTEC Staff	Albert Amson		X	
20. Yap staff	Reiko Azuma		X	Has another meeting
21. Yap Staff/CRE	Jacinta Laan	X		

Additional Attendees:	
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Agenda/Major Topics of Discussion:

1. Call to order: Chairperson Genevy called the meeting to order at 15:06. It was late due to the low attendance rate.
2. Roll call and not meeting quorum. 10 out of 21 or about 47% members are present. This meeting does not meet the quorum for motions; however, it does meet the 25% for a meeting with discussion.
3. Review and Adoption of March 4, 2021 Agenda. Norma moved to adoption, and George seconded.
4. New Business
 - a) Review and Adoption of February 4, 2021 minute electronically due to unmet quorum. All members are in favor of the electronic vote.
 - b) Reporting update from the State Campus Reps.
 - c) No news from Kosrae (Arlynza, as well as Miako). No update from CTEC (Emma). Nothing to share from Yap (Jacinta). National campus from George, he spoke for a colleague in regarding the distribution of the latest CARES allocation. George mentioned the incentive program; an instructor is nominated, but IC Felix mentioned it should be the case where more instructors should be nominated. Norma mentioned HR Head is still off island. Norma also suggested George to write in for his petition for CARES in order to move it forward. No update with Chuuk campus (Marylene).
5. Old Business
 - a) Update on the SY 2019.09 ~ 2021.02. Chair Genevy encouraged every member to review the 2 files. But most of the questions will be answered by HR Rencelly. Norma mentioned the next EC meeting is on the 16th of March, therefore if any policy is presenting to the board, it has to be before the 16th.
6. Miscellaneous
 - a) Meeting for April 8, 2021. Since April the 1st is a day off for COM Founding Day. George moved for adjournment and Norma seconded.
 - b) There might be a special meeting before March 16th, in order to present the policies to the board.
7. Adjournment
The meeting adjourned at 3:34 p.m.

Handouts/Documents Referenced:

1. Agenda for March 4, 2021 meeting
2. Minute for February 4, 2021 meeting

College Web Site Link:

Prepared by:	Karen Kan Lun Tu	Date Distributed:	3/4/2021
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