**College of Micronesia – FSM**

**Minutes Reporting Form**

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| **Meeting Group:** | Finance Committee |

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| **Date:** | **Time:** | **Location:** |
| September 20, 2021 | 3:18 p.m (Pohnpei time) | Zoom |

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| **Summary of Recommendations with Suggested Timeline & Responsibilities:** |
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| **Members:** |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Titles/Representative** | **Name** | **Present** | **Absent** | **Remarks** | | Chair: CTech. | Leyolani S. Anson | X |  |  | | Vice Chair: National | Ritchie Valencia |  | *X* | Off island | | Secretary: Chuuk | Marie Mori-Pitiol | X |  |  | | Ex. Officio: Comptroller | Roselle B. Togonon | X |  |  | | CRE : | Sonny Padock |  | X |  | | CTech. | Romino Victor |  | X |  | | CTech. & Trade | Xavier | *X* |  |  | | Chuuk Campus Faculty Representative | Herner S. Braiel |  | X |  | | CTEC Faculty | Bertoldo Jr. Esteban |  | X |  | | CTEC Faculty | Joycelynn P. Pretrick |  | X |  | | Kosrae Staff : | Alik J. Phillip |  | X | On medical leave | | Kosrae Staff : | Eileen N. Nena |  | X |  | | FMI Staff: | Felisa | *X* |  |  | | Yap Campus Staff: | Rosemary Manna | X |  |  | | CTech. FAO: | Yoneko Kanichy |  | X |  | | Kosrae Faculty | Mary Sigrah |  | X |  | | NC Faculty | John Haglelgam |  | X |  | | President’s Office: | Hadleen Hadley |  | X |  | | NC IT . | Paul Sondan |  | X |  | | NC Business Office: | Julius Cecilio | X |  |  | |

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| **Additional Attendees:** |  |
| 1. **Attendance: Quorum was met, meeting proceeded** 2. **Announcements: Approval of April minutes** 3. **Old Business: None** 4. **New Business:** 5. **Result of Election for officers** 6. **Survey for Committee members** 7. **Adjournment: 3:25 pm** | |
| **Agenda/Major Topics of Discussion:**   * **Quorum was met at 3:07 pm so the Chair proceeded with the meeting** * **Reading of our mission statement was read by Chair Leyolani** * **Minutes of May was approved.** * **Agenda for new business:**  1. **Review of TOR**  * **Xavier asked if COM still have the Council of Chairs and since we don’t have, the “ Council of Chairs” in the TOR should be amended to “Executive Committee”** * **Chair Ley also asked to amend under letter “F”, “Meetings are held at least once a month” to be read “Meetings are held on the third Monday of the month”** * **Xavier also questioned the “Quorum” section. Roselle and Ley explained that at least 5 members, which should include one officer and one representative from each of two state campuses.** * **Chair stated that she will make the Calendar of meeting for this new year** * **There could be special meetings from VPA**  1. **Announcements:**  * **Roselle informed about the Budget 2023 template that it was already send to the Campus Deans. She also stated that she will send to Fiscal Officers the forecast revenue of the college.**  1. **Adjournment: Meeting was adjourned at 3:05 p.m** | |
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| **Comments/Upcoming Meeting Date & Time/Etc.:** |
| Next meeting: October 18, 2021 |

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| **Handouts/Documents Referenced: Attached TOR with amendments** |
| **College Web Site Link:** |
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| **Prepared by:** | Marie Mori-Pitiol | **Date Distributed:** | September 22, 2021 |

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| **Approval of Minutes Process & Responses:** | | | | | |
| * Minutes of May 17th, 2021 was approved | | | | | |
| **Action by President:** | | | | |
| **Item #** | **Approved** | **Disapproved** | **Approved with conditions** | **Comments** |