**College of Micronesia – FSM**

**Committee (Working Group) Minutes Reporting Form**

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| **Committee or Working Group:** | **Staff/Faculty** |

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| **Date:** | **Time:** | **Location:** |
| 9/27/12 | 11:30 a.m. | Room 105 |

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| **Members Present:** |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Titles/Reps** | **Name** | **Present** | **Absent** | **Reason** | | Dean, Kosrae Campus | Kalwin Kephas | X |  |  | | IC, | Nena Mike | X |  |  | | Std Services Spec./ Peer Counseling | Maver Jonathan | X |  |  | | CRE Coordinator | Kenye Killin |  | X |  | | SSC | Arthur Jonas | X |  |  | | Carpentry/Faculty | Nestor Acosta | X |  |  | | ACE/Faculty | Wiggin Sigrah | X |  |  | | ACE/Faculty | Robert Jonas | X |  |  | | Fiscal Ofc/Business Ofc. | Alik Phillip | X |  |  | | IT Technician/IEQA | Hiroki Noda | X |  |  | | System spec/IEQA | Renton Isaac | X |  |  | | English/Faculty | Skipper Ittu | X |  |  | | ET/Faculty | Murphy Ribauw | X |  |  | | Supr/Maintenance | Teodoro Bueno | X |  |  | | Worker/Maintenance | John Johnnyboy | X |  |  | | Youth/CRE | Paliknoa Sigrah | X |  |  | | Ag/CRE | Jackson Albert | X |  |  | | Nutr./CRE | Julie Timothy | X |  |  | | Janitor/Maintenance | Srue Charley | X |  |  | | Secretary/Administration | ShrueMiako Sahm | X |  |  | | FAO/Student Services | Eileen Nena | X |  |  | | OAR/Student Services | Dokowe George | X |  |  | | Educ./Faculty | Rosalinda Bueno | X |  |  | | AFT/Faculty | Tara Tara | X |  |  | | Home/CRE | Shirley Jackson |  | X |  | | Research/CRE | Dr. Verma |  | X |  | | Research/CRE | Salik Cornelius |  | X |  | | Acct Clerk/Business Ofc | Elsa Cornelius | X |  |  | | AHEC | Roslyn Reynolds | X |  |  | | Nursing | Meryulyn Livaie |  | X |  | |

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| **Additional Attendees:** |  |

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| A**genda/Major Topics of Discussion:** |
| * Assignment on College-wide standing committees : terms of reference on website: wiki.comfsm.fm * Local standing committees: * Updates, Concerns, and Issues from Offices, divisions, and departments. |

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| **Discussion of Agenda/Information Sharing:** |
| * **Assignments on College-wide Standing Committee: Terms of Reference (TOR)**   Human Resources – Arthur Jonas  Recruitment Admissions and Retention – Dokowe George  Faculty/Staff Senate – Murphy Ribauw / Maver Jonathan  Curriculum Assessment – Nena Mike and Rosalinda Bueno  TAC – Renton Isaac  Financial Aid – Eileen Nena \*  Planning and Resource Allocation – Tara Tara and Skipper Ittu  Mid-level Management Team – Kalwin Kephas \*  Finance Committee – Alik Phillip  Facilities and Environment – Dr. Verma and Robert Jonas  Cooperative Research and Extension – Kenye Killin and Paliknoa Sigrah  Comments:   1. Rosalinda remarked that the membership of Curriculum and Assessment has reached 27 and there is a suggestion made in their meeting to have no more than one member representing the state campuses.  * Updates, Concerns, and Issues:   + Dokowe is soliciting all interested to submit essay prompts for the November 2012 COMET. Please forward those prompts to [dokoweg@comfsm.fm](mailto:dokoweg@comfsm.fm).   + Paliknoa announced that there he has not heard from CRE committee and asking people to send their concerns regarding CRE to him for submission.   + Skipper announced a scheduled meeting for PRC in October. * **Others** * 2013 budget update from Comptroller - sections of the budget for the state campuses will be separated from the National Campus and given back to the Campus Deans. * UB received an approval for a no costs extension until December 31, Morgan, Evelyn, and Edna will continue on closure activities. |
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| **Comments/Upcoming Meeting Date & Time/Etc.:** |
| * Next meeting is subject to call. |

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| **Handouts/Documents Referenced:** |
| * None |

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| **College Web Site Link:** |
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| **Prepared by:** | Kalwin Kephas | **Date Distributed:** | 9/27/12 |

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| **Approval of Minutes Process & Responses:** |
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| **Submitted by:** |  | **Date Submitted:** |  |

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| **Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:** | | | | |
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| **Action by President:** | | | | |
| **Item #** | **Approved** | **Disapproved** | **Approved with conditions** | **Comments** |
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