

College of Micronesia FSM

Committee Minutes Reporting Form			
Committee or Working Group		<i>Facilities & Campus Environment</i>	
Date	Time	Location	
14 November 2014	13:00	Board Conference Room	
Members Present			
Titles/Reps	Name	Present	Absent
Chair	Dana Lee Ling	X	
Vice Chair	Ringlen Ringlen	X	
Secretary	Jean Ranahan	X	
CRE representative	Jackson Phillip		X
Chuuk maintenance	Benjamin Akkin	X	
Chuuk faculty	Florante Ygana		X
Chuuk faculty			
National faculty	Don Buden	X	
National faculty	Reynaldo Garcia		X
National faculty	Roldan Laguerta		X
National faculty	Michael Mueller	X	
National staff LRC	Bruce Robert		X
National staff IT	Christopher Gilmete		X
National staff	Fredson Ardos		X
Pohnpei faculty	Cindy Pastor	X	
National maintenance	Alfred Olter	X	
Yap maintenance	Moses Faimau	X	
Pohnpei faculty	Romino Victor	X	
FSM-FMI maintenance	Christopher Igem		X
Kosrae campus staff	Palik Sigrah		X
Kosrae campus staff	Hiroki Noda		X
Kosrae ex-officio	Kalwin Kephass		X
SBA representative	Darla Simina	X	
Ex officio/non-voting	Francisco Mendiola	X	
Ex officio/non-voting	Warren Ching	X	
Secretariat listing	Verma		X
Secretariat listing	Nestor Mangubat		Class conflict
Secretariat listing	Salba Silbanuz		X
Secretariat listing	Bruno Barnabas		X
Secretariat listing	Castro Joab		X

Secretariat listing	Marlou Gorospe		X
Secretariat listing	Ikoli Ilongo		X
Secretariat listing	Rafael Pulmano		X
Secretariat listing	Edmund Woguth		X
Secretariat listing	Paul Gallen		X
Secretariat listing	Nokar Miuty		X

Additional Attendees

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Agenda/Major Topics of Discussion:

Approval of minutes from 19 September
Approval of report from 17 October

Special topic: accreditation report review
Accreditation report review

Old business

1. Recommendation on how to formally report information gathered on 17 October.
 2. Security gates installed at FSM China Friendship center. Work ongoing to improve buildings L and M.
 3. Update, if any, on taxi signage for national site?
 4. Faculty at national site have not clamored to designate central drop-off site for sensitive materials.
 5. Generator for bookstore, residence hall, dining hall is operational.
 6. Update, if any, on the drinking fountain for the A building?
 7. Update, if any, on the termite report for Chuuk campus?
 8. Update, if any, on the covered walkways for Pohnpei lower campus?
- Has the college identified funds for projects that are supposed to be done this year (2014) on the Chuuk site, as stated in the BECA Plans?
- a) Extend campus to the north, fence perimeter and create a carpark: \$210,000.00
 - b) Retrofit a classroom with a science bench and plumbing: \$80,000.00
 - c) Staff lounge / Meeting place for faculty: \$5,000.00
9. Update on the disposition of recommendation that security be full time personnel. College policy does not permit the direct conversion of special contracts to full-time positions. The positions would have to be budgeted and advertised. Thus the decision is in part a matter of budget, of funding expansion in personnel. Those decisions are made by the cabinet.
 10. Update on Chuuk maintenance vehicle request

New business

1. The membership list of a committee is not ultimately controlled by the committee but rather by the employee's supervisor. Supervisor's assign employees to committees. Committees do not have the authority to remove a member. Employees can switch committees by working through their supervisor. The secretariat is working on membership lists. The result of this work is the addition of a number of members to the FCE committee, noted in the attendance above.

Discussion of Agenda/Information Sharing:

- The meeting came to order at 13:03.
- Approval of minutes from 19 September: The minutes were approved.
- Approval of report from 17 October: Yap campus did not hold an October meeting and Kosrae campus has not participated in FCE meetings in well over two years. Director of Maintenance will forward to appropriate offices the concerns and ideas that were generated at the meetings. Director asked for Chuuk campus to make a specific recommendation for its proposed recreation area.
- Special topic: accreditation report review: General positive comments and grammatical suggestions were made on the report. Members were directed to look over the draft released earlier this week and send comments directly to Director.

Additional Report by Director: Director went to Chuuk and Yap. He asked if the standards could be translated into the vernaculars of those states so that all understand what we do and why we do it. He did facility inspections and noted that Yap needs improved access and many minor repairs except director's office which needs to be rebuilt completely.

Chuuk needs minor repairs, rest room in the main office, and replacement or repair of areas affected by bad termite rot.

FSM-FMI has many facilities issues especially in dormitory and restroom buildings.

Request has been submitted to FSM for \$363K to fix up FSM-FMI.

Director will go to Kosrae campus early next year.

Old business

1. Recommendation on how to formally report information gathered on 17 October: The 17 October 'Reach out Local' meetings were public and therefore should be recorded publicly; however, the college wide access WIKI pages are meant to be for posting approved minutes. Discussion included comments of dissatisfaction with the WIKI and no appropriate place to post the notes. Chair noted that one reason to retain the 17 October notes in some form on the Wiki is because a desire for covered walkways for Pohnpei campus goes back to 1992 but those desires were not captured and retained by official college systems. At present only the Wiki retains information generated by a committee, and the 17 October meeting – which was a public meeting – represented information generated by a committee. That information cannot logically be held in the private area; that would run counter to the public nature of the original meeting and to transparency. Communicating effectively as an organization requires open, transparent communication. Although the 17 October notes are not minutes, they should be retained in the same public repository as the FCE committee minutes. The notes included reports from National, Pohnpei, and Chuuk campuses.
2. Security gates at FSM China Friendship center: Work is ongoing.
3. Update on taxi signage for national site: No update on signage directing taxis that college campus is a quiet zone, (no honking.) No signage to indicate taxi pick-up/drop off areas.

4. Central drop-off site for sensitive materials: Faculty members at national site have not clamored to designate central drop-off site for sensitive materials.

5. Generator for bookstore, residence hall, dining hall: Generator is operational.

6. Update on the drinking fountain for the National campus A building: Director is still researching to find an ADA compliant fountain.

7. Update on the termite report for Chuuk campus: As noted in Director's Report, the rotten wood will be repaired or replaced.

8. Update on the covered walkways for Pohnpei lower campus: The covered walkways issue is with Bruno Barnabas; the inability to secure funding is the current hold on this project.

Update on identified funds for projects that are supposed to be done this year (2014) on the Chuuk site, as stated in the BECA Plans: Funding for the 2014 items in the BECA report for Chuuk campus has not yet been identified. The plan to extend the Chuuk campus to the north, fence the perimeter, and create a car park led to a discussion as to whether this space would be better utilized as recreational space for basketball and volleyball. The current campus has no recreational facilities. Although the idea of a dual use space was entertained, as a practical matter recreation and parking would potentially happen at the same time and could not co-exist in the exact same space. Chuuk campus was directed to work on the science bench and plumbing estimate; the campus must have a science laboratory facility. Discussion of a staff lounge at Chuuk campus led into a discussion of where the lounge would be located. Chuuk campus was asked to make a determination of where the lounge would be located.

a) Extend campus to the north, fence perimeter and create a carpark: \$210,000.00

b) Retrofit a classroom with a science bench and plumbing: \$80,000.00

c) Staff lounge / Meeting place for faculty: \$5,000.00

9. Update on the disposition of recommendation that security be full time personnel: Chair reported that policy forbids converting special contracts such as those of security to full time contracts. Policy also, however, forbids the current practice of renewing special contracts year after year after year. While the college is quick to cite the first policy, the college appears to ignore the second policy. To add insult to injury, in the few instances when a full-time position with benefits has been created to effectively replace a special contract, the multi-year veteran special contract employee who was hired was put in the position of having to take a large pay cut as she/he had to start in the new position as what was effectively a new employee. At least one special contract employee resigned rather than take the pay cut that the full-time position which replaced his own position would have demanded. No one in administration at the college is taking pay cuts at this time, demanding pay cuts of those who serve and protect the students is insulting.

The Chair noted that the participatory governance committee had made a recommendation and this recommendation was declined by the president on policy grounds. The president requested that the matter be returned to the VPA to resolve because the VPA was the administrator who

could make the budget and personnel decisions necessary. However, this matter had already gone to the VPA years ago and was escalated to the president only after a resolution had not been obtained. Returning the matter to the VPA was tantamount to a decision to not act on the matter. The difficulty is that even if positions were budgeted and successfully retained through the financial planning process, the pay levels would be that of brand new employees on probation. In this regard the hands of the VPA are tied by policy.

Given that, at this point, the morally and ethically appropriate solution violates one existing policy, only the Board of Regents has the authority to fix this situation. Only the board could retain the current pay level of security staff while granting them the health and other benefits that come with being full time employees. This is the right thing to do. Presently, those who protect the health of the college family are ineligible for health protection for themselves and their own families. The Chair concluded that the FCE committee had done what it could; at this point only a committee with the authority to speak to the Board could resolve the problem. The Chair suggested that the matter be referred to the Faculty Staff Senate.

The Director will push the issue with the staff senate.

10. Update on Chuuk maintenance vehicle request: No update.

New business

1. The membership list of a committee is not ultimately controlled by the committee but rather by the employee’s supervisor. Supervisor’s assign employees to committees. Committees do not have the authority to remove a member. Employees can switch committees by working through their supervisor. The secretariat is working on membership lists. The result of this work is the addition of a number of members to the FCE committee, noted in the attendance above.

The next regular meeting will be December 12th.
The meeting adjourned at 13:55.

Handouts/Documents Referenced:

None.

College Web Site Link:	http://wiki.comfsm.fm/Committee_Minutes/Facilities_and_Campus_Environment
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Prepared by: Jean Ranahan		Date Distributed:	
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Approval of Minutes Process & Responses:

|Approved 12/12/14

Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities

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Action Items and follow-up

- 1.