

College of Micronesia – FSM

Committee Minutes Reporting Form

Committee or Working Group		Faculty and Staff Senate (AY14-16)	
Date:	Time:	Location:	
July 01, 2014	2:08 p.m.	President’s Conference Room	
Members Present			
Titles/Reps	Name	Present	Absent
Staff	Martin Mingi	X	
Staff	Penselynn E. Sam	X	
Faculty	Ikoli Ilongo	X	
Staff	Karleen Samuel	X	
Faculty	Faustino Yarofaisug	X	
Faculty	Kasiano Paul	X	
Additional Attendees:	Ross Perkins (Former Senate President)		
Agenda/Major Topics of Discussion:			
New Business			
1). Information sharing from outgoing Senate President Ross Perkins on FSS Pending businesses			
<ul style="list-style-type: none"> ▪ Adoption of the Senate bylaw is still pending- National Campus voted during their Incentive Award Ceremony and still waiting for State Campuses input. So far, about 2/3 of staff and faculty already voted. <ul style="list-style-type: none"> ○ Chuuk Campus has it’s own Senate bylaws and that need to be reviewed and aligned with the National Campus Senate bylaw. ▪ State Campuses rarely respond to emails (communication issues). Senates usually communicate to members using the COM-FSM wiki and shark newsfeed. Senate’s publication put up on the COM-FSM newsfeed by Juan Santos. ▪ Scholarship Funds- Ross shared two scholarship funds that were traditionally under senate. They are the Timothy Jerry and Gene Ashby’s scholarship. Former Senate has agreed to transfer both custody and responsibility of these funds to the Financial Aid Office. New Senate treasurer (Faustino Yarofaisug) need to sit with former treasurer to review the budget of Gene Ashby’s scholarship since it’s combined with the Senate account. Ross also expressed that application forms for both scholarships along with rules and regulations were developed but can’t seemed to be found. ▪ Reduction of positions is something that the College will be looking at shortly. FSS President need to sit in the Executive Committee meeting and Vice President of FSS need to sit in the Council of Chair’s meeting. ▪ Ross Perkin is seeking approval that if a member is a Senate then she/he doesn’t require serving other committees. ▪ Senate files were given to new secretary Karleen Samuel. Most Senate documents were already posted on Wiki. Ross will work with Karleen to identify remaining files that need to be posted on Wiki. ▪ Ross will send list of the states’ Senate representative ▪ According to Ross, the Senate usually focused on party planning, and now shifted toward governance. Based on its old bylaw, Senate communication channel goes through President 			

2) Approval of Minutes dated on June 19, 2014.

- Members adopted minute.

3) Comment on TOR for Committees

- Senate is concerned about TOR for two committees since their report channels (report directly to President) are different from the other committees. The concern was on the transparency and accountability of decision made in these committees since Directors are not members. Martin will talk to Norma regarding the TOR to gain information and get back to the group.
- Ross expressed that protocol may set in a way members feel appropriate (protocol maybe set due nature of discussion)
- The College is downsizing and decision would of course affect resources and finance. Faustino Yarofaisug will talk to Richard Womack to gain information about the Finance Committee TOR and Kasiano Paul will talk to William Haglelgam who is the chair of Planning & Resources TOR.

Others

- Members need to start planning suitable activities and ways to raise fund for Senate
- Senate need to prioritize and address pending issues first instead of collecting additional issues
- Set general assembly for faculty and staff to update them on Senate's businesses and new elected officers

Next meeting is set on July 16 at 2:00pm.

Meeting adjourned 3:05.

Discussion of Agenda/Information Sharing:

- 1) FSS Pending business
- 2) Comment on Committees' TOR

Handouts/Documents Referenced:

College Web Site Link:

Prepared by:	<i>Karleen Samuel</i>	Date Distributed:	July 5, 2014
---------------------	-----------------------	--------------------------	--------------

Approval of Minutes Process & Responses: Minute dated on June 19, 2014 was approved

Submitted by:	Karleen Samuel	Date Submitted:	
----------------------	-----------------------	------------------------	--

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities