

College of Micronesia – FSM

Committee Minutes Reporting Form

Committee or Working Group		<i>Finance Committee</i>		
Date:		Time:	Location:	
January 25, 2016		4:00 p.m.	President's Conference Room	
Members Present				
Titles/Reps	Name		Present	Absent
Committee Chair	Marian Gratia Medalla		X	
Committee Vice Chair	Sonny Padock		X	
Secretary	Julius Cecilio			X
National Campus Staff Rep. (Maintenance Office)	Eugene Edmund			X
National Campus Staff Rep. (IRPO)	William Haglegam		X	
National Campus Staff Rep. (Financial Aid)	Akiko William			
National Campus Staff Rep. (Office of the President)	Hadleen Hadley		X	
National Campus Staff Rep. (Maintenance Office)	Paul Sonden			X
National Campus Staff Rep. (Education Division)	Josephine Kostka			X
National Campus Faculty Rep. (Social Science)	John Haglegam			X
National Campus Faculty Rep. (Education Division)	Scott Snaden		X	
Pohnpei Campus Faculty Rep.	Cirilo Recana			X
Chuuk Campus Faculty Rep.	Hernel Braiel			X
Chuuk Campus Staff Rep. (Business Office)	Marie Mori Pitioi			X
Chuuk Campus Faculty Rep.	Eileen Nena			X
Chuuk Campus Staff Rep. (Business Office)	Skipper Ittu		X	
FMI Campus Staff Rep. (Business Office)	Clotilda Dugwen			X
Yap Campus Staff Rep. (Business Office)	Rosemary Manna		X	
Ex Officio Member (Comptroller)	Roselle Togonon		X	
Additional Attendees:				
Agenda/Major Topics of Discussion:				
1) Review of the Budget Procedures Handbook				
Discussion of Agenda/Information Sharing:				
<ul style="list-style-type: none"> • Roll call and acknowledgement of off-campus participants • Discussions were made on the Budget Process. • Recommendations made after the discussions: <ol style="list-style-type: none"> 1. Change Step 1 to VPAS will prepare Budget Guidelines and, with other VP's, develop Budget Timeline and communicate the timeline to all management levels, and the Finance , Management and the Executive Committees 2. Change Step 2 to VPAS with other VP's (assisted by Comptroller and IRPO) will compile data, develop assumptions and make revenue projections • Further review on the said handbook will be taken up in the next meeting. 				
College Web Site Link:				
Prepared by:	<i>Marian Gratia Medalla</i>	Date Distributed:	<i>02/06/16</i>	

Approval of Minutes Process & Responses:			
Submitted by:		Date Submitted:	
Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities			
Partial review was made, and further review on the budget process will be taken up in the next meeting.			