

**College of Micronesia – FSM  
Committee (Working Group) Minutes Reporting Form**

<b>Committee or Working Group:</b>	Human Resources Committee
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<b>Date:</b>	<b>Time:</b>	<b>Location:</b>
Feb. 25, 2016	3:00 P.M.	Board Conference Room

**Members Present/Absent:**

Title/Representative	Name	Present	Absent	Reasons
Chair, HRC	George Mangonon	X		
Vice chair, HRC	Tara Y. Tara	X		
Secretary, NTL S	Julia N. Martin	X		
“Ex-Officio Member” Director, HRO	Rencelly Nelson	X		
CHK F	Genevy Samuel	X		
CHK S	Marylene Bisalen	X		
FMI S	Regina Faimau		X	Meeting VOIP Conference room occupied
KSA S	Kenye Killin		X	
NTL F	Robert Andreas	X		
NTL F	Lucia Donre	X		New member
NTL F	Jazmine Gonzales		X	
NTL S	Norma Edwin	X		
NTL S	Benina Ilon	X		
NTL S/FSS Rep	Martin Mingii	X		
NTL S	Julieta Mix		X	
NTL S	Alfred Olter		X	
NTL S	Yolina Yamada		X	
PNI F	Bertoldo Esteban		X	
PNI F	Emmanuela Garcia	X		
PNI S	Albert Amson		X	
PNI S	Maureen Mendiola	X		
Yap S	Sharon Ourun	X		

**Additional Attendees:**

**Agenda/Major Topics of Discussion:**

1. Call to order
2. Roll call; declaration of quorum
3. Adoption & Review of Agenda
  - a. Review/Discussion of proposed modification of BP 6026
  - b. Review/Discussion of the ACCJC Guide to Evaluating Institutions

- c. Others
- 4. Approval of Minutes
  - a. Minutes of February 11, 2016 Meeting (for adoption)
- 5. Old Business
  - a. None
- 6. New Business
  - a. Review/Discussion of proposed modification of BP 6026 initiated by the Facilities and Campus Environment Committee
  - b. Review/Discussion of the ACCJC Guide to Evaluating Institutions
  - c. Others
- 7. Adjournment

### **Discussion of Agenda/Information Sharing:**

Chairman George Mangonon called the meeting to order at 3:03 P.M. He welcomed and thanked everyone for coming. He extended special welcome to and introduced our new member, Lucia Donre.

Introduction began with the chairman, those present at the meeting site, and on to the state campuses. Quorum was declared and meeting proceeded to the agenda.

### **Review of Agenda**

Norma moved and Robert seconded to adopt the agenda. Majority was in favor of the motion, so agenda was unanimously adopted.

### **Approval of Minutes**

Norma moved and Maureen seconded to adopt the minutes for February 11, 2016. Majority was in favor of the motion, so minutes for February 11, 2016 were unanimously adopted.

### **New Business**

The committee discussed and agreed to recommend the following for BP 6026.

Eliminate "...may be asked to participate in ad hoc committees" and combine the two bullets into one. Standing committee meets regularly whereas ad hoc meets only when there is a need. The new statement (bullet) should read: "Participating in one standing committee or providing alternative services to the college and community, as specified in Administrative Procedure No. WXYZ."

The first statement under Alternative Services to the College and Community reads "Upon approval of their respective committee chair..." This is about faculty, so division chair should be the one to approve, not committee chair.

Eliminate "and staff" from the same statement and the last paragraph as this is pertaining to 'faculty' workload.

Eliminate bullets 4, 6, and 7. Unlike standing committees, these only meet when necessary.

Chairman welcomed and thanked Ex-Officio HRD Rencelly Nelson for coming and invited her to elaborate on HRC's part in the ACCJC Guide to Evaluating Institutions. How can HRC prepare for the Accreditation Team Visit?

HRD encouraged HRC to review the TOR: its role, purpose and if it is working. Visit previous minutes, and read and be familiar with the Questions and Answers under the Guide to Evaluate and Improve, and Standard IIIA.

After the Accreditation Team Visit, HRD Nelson will inform HRC what policies to discuss (Policy Development Plan).

Meeting adjourned at 4:01 P.M.

**Comments/Upcoming Meeting Date & Time/Etc.:**

**Handouts/Documents Referenced:**

- BP 6026
- Email content of Michael Muller, FCE
- Email Content of forwarded message from VP Harriss by HRO Nelson
- Minutes of February 11, 2016

**College Web Site Link:**

<b>Prepared by:</b>	Julia N. Martin	<b>Date Distributed:</b>	March 1, 2016
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**Approval of Minutes Process & Responses:**

- February 11, 2016 minutes were approved and adopted in today's meeting

<b>Submitted by:</b>		<b>Date Submitted:</b>	
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**Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:**

**Action by President:**

Item #	Approved	Disapproved	Approved with conditions	Comments