

<b>Committee Minutes Reporting Form</b>		
<b>Committee or Working Group</b>		<i>Facilities &amp; Campus Environment</i>
<b>Date</b>	<b>Time</b>	<b>Location</b>
September 15, 2017	13:00	Board Conference Room
<b>Members Present</b>		
	<b>Titles/Reps</b>	<b>Names</b>
1.	Chair (Pohnpei Campus)	Romino Victor (present)
2.	Vice Chair (National Campus LRC)	Bruce Robert
3.	Secretary (Pohnpei Campus Faculty)	Jean Ranahan (present)
4.	<i>"Ex-Officio Member "- Director, Maintenance</i>	Francisco Mendiola (present)
5.	Chuuk Maintenance	Benjamin Akkin (present)
6.	Chuuk Faculty	Muity Nokar
7.	FMI Maintenance	John G. Giltamngin (present)
8.	Kosrae Staff Representative	Teodoro Bueno
9.	Kosrae Faculty	Tara Y. Tara
10.	National Maintenance	Amirihther Thozes (present)
11.	National Campus Faculty	Don Buden (present)
12.	National Campus Faculty	Ikoli Ilongo
13.	National Campus Faculty	Reynaldo Garcia (present)
14.	National Campus Faculty	Rafael Pulmano (present)
15.	National Campus Faculty	Michael Muller (present)
16.	National Campus Faculty	Susan Moses (present)
17.	National Staff IT	Christopher Gilimete (present)
18.	National Staff CRE	Fredson Ardos
19.	Student Representative	Amyleen Tom
20.	National Campus Residence Hall	Marlou Gorospe (present)
21.	National Campus, Recreation	Castro Joab
22.	Pohnpei Faculty	Cindy Pastor (present)
23.	Pohnpei Faculty	Nestor Mangubat (present)
24.	Staff Representative, Recreation	Loatis Seneres
25.	Pohnpei Campus Faculty Rep.	Salba Silbanuz
26.	Pohnpei Campus Maintenance	Bruno Barnabas
27.	Yap Maintenance	Moses Faimau (present)
28.	SBA Representative	Hiromi Taulung

<b>Additional Attendees</b>	
<i>none</i>	

### **Agenda/Major Topics of Discussion:**

1. Call to order
2. Approval of Minutes of Last Meeting (August 18,2017)
3. New Business
  - a) IDP updates
  - b) FSM FMI Projects (Cadet Center and Quarter)
  - c) FMI Court Lighting
  - d) Kosrae Campus Land Grant and Faculty Office Roofing
  - e) Residence Hall Bed Frame and Mattresses
  - f) Additional Solar Lights for National Campus
  - g) AC unit replacement
  - h) Intercampus Shuttle Service Schedule
  - i) Term of reference if need to modify
4. Miscellaneous
5. Adjournment

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

1. Chairman called the meeting to order at 1:05 pm.
2. Approval of Minutes of Last Meeting (August 18,2017) A motion was made to approve the minutes with everyone agreeing.
3. New Business

Director Mendiola updated the committee:

- a) FSM FMI Projects (Cadet Center and Quarter) contracts have been awarded
- b) The FMI Court Lighting has been installed so that the basketball court can be used for recreational use at night. The lights are not intended for professional competition level.
- c) Kosrae Campus Land Grant and Faculty Office Roofing is in need of repair.
- d) Fifteen Residence Hall Bed Frames and Mattresses were contracted and expected to be finished by Friday (22<sup>nd</sup>.) Ten more will be ordered so that there will be replacements as needed. Students should no longer be sleeping on mattresses on the floor.
- e) With funds remaining, fifteen additional Solar Lights are being installed behind residence Halls, in classroom area, and in faculty parking areas at National Campus.
- f) Fifty five AC units of the discontinued Freon type are in need of replacement with newer more efficient type.
- g) This semester 384 students purchased passes for Intercampus Shuttle Service. This is an increase over past semesters. The fees for passes should cover the semester cost of drivers (\$6,000,) fuel (\$4,000,) and maintenance (\$2,000.) That is close to breaking even on the two constantly running buses and should allow for replacing buses every 4 years.

Additionally Director Mendiola answered a question regarding a comment that things are “working out fine” at JEMCO. Director clarified that since there is a project manager from ADB now in charge of projects, there have not been reported delays.

Director Mendiola reported regarding project to replace incandescent and fluorescent light with LED lights system wide. The project could reduce the electricity costs by \$100,000. With the replacements that have thus far been completed, the college has seen an actual \$50,000 cut for one year. There has been a small problem getting the right sized holders, but the proper fixtures are expected next week. Crews will then go to Kosrae and to Yap the following week. The project should be finished before December.

- h) Members suggested modifications to its Terms of Reference. Delete reference to Council of Chairs and to the Technology Wrangler. Make changes to the **Communications & Distribution of Information** section to reflect that security is now under the auspices of VPEMSS. For details of these and other changes, see the attached document.

The chair will seek clarification regarding the changes to the **Communications & Distribution of Information** section and two special concerns: the particular case that Chuuk security currently remains with the Director of Maintenance and, the need for someone to update the committee on college security issues. The chair will then draft a memo to VPEMSS informing of relevant changes.

- 4. Miscellaneous  
Chair announced that FCEC meeting schedule is now posted on the WIKI and on the college website first page.
- 5. Adjournment  
Cindy Pastor moved to adjourn, and Rafael seconded. The meeting adjourned at 1:56.

The next meeting of FCEC will be Friday, October 13.

**Handouts/Documents Referenced:**

*Insert the TOR (I will attach the TOR to the PDF file of minutes that I post on Wiki after we complete and approve changes.)*

**Prepared by: Jean Ranahan**

**Date Distributed:**