**College of Micronesia – FSM**

**Committee (Working Group) Minutes Reporting Form**

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| **Committee or Working Group:** | Management Team |

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| **Date:** December 12, 2016 | **Time:** 10:00-11:00AM | **Location:** BOR Conference Room |
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| **Members Present/Absent:** | | | | |
| **Title/Representative** | **Name** | **Present** | **Absent** | **Reasons** |
| Director of Institutional Research and Planning | VACANT |  | X | No Employee |
| Director of Maintenance and Campus Security | Francisco Mendiola | X |  |  |
| Dean of Academic Programs | Maria Dison | X |  |  |
| Chuuk Campus Dean | Kind Kanto | X |  |  |
| Kosrae Campus Dean | Nena Mike |  | X |  |
| Pohnpei Campus/CTEC Director | Grilly Jack (Chair Person) | X |  |  |
| FSM-FMI/Yap Campus Dean | Lourdes Roboman |  | X |  |
| Comptroller | Roselle Togonon |  | X |  |
| Cooperative Research & Extension Coordinator | Engly Ioanis |  | X |  |
| Registrar | Doman Daoas | X |  |  |
| Director of Financial Aid | Faustino Yarofaisug (Vice Chair Person) | X |  |  |
| Director of FSM-FMI | Mathias Ewarmai |  | X |  |
| Director of Human Resources | Rencelly Nelson | X |  |  |
| Director Information Technology | Gordon Segal | X |  |  |
| Director of Learning Resource Center | Jennifer Helieisar | X |  |  |
| Lead Counselor | Penselynn Etse Sam | X |  |  |
| Director of Student Life | Krystilyn Atkinson  (Secretary) | X |  |  |
| Dean of Assessment | Richard Andrews | X |  |  |
| Director of Procurement and Property Management | Robert Jose Santos |  | X | Office Work |
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| Additional Attendees: |  | | | |

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| **Agenda/Major Topics of Discussion:** |
| 1. Approval of last meeting’s minutes 2. Election of Chair 3. Miscellaneous |

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| **Discussion of Agenda/Information Sharing:**  - Committee titles (Chair, Vice Chair & Secretary) were adjusted as needed in the last meeting minutes  - Meeting minutes for 10/28/16 were approved  - The following individuals for nominated for Chair   * Faustino Yarofaisug was nominated, but declined because he is already Chair for another committee * Grilly Jack nominated himself   - Grilly Jack was elected as the new chair  - An issue was raised about Security reporting and being included in the meeting; since Security is now under VPEMSS, who will report out on them now? Directors under Student Services will check in with VPEMSS on this to see if it’s appropriate to have Warren, Chief of Security included as a member of this committee.  - A concern was raised about there being a lack of Title 9 Coordinators at the State Campuses; it was also mentioned that Title 9 Coordinators have conflicts of interests, since Security is currently taking this role and is already tasked with reporting and investigating.  - Concerns were raised about the Board Meeting in Yap – individuals was informed that the number of Security Officers at Chuuk Campus was cut without notification or explanation. It was emphasized the importance of including that Deans and State Campuses in these decisions.  - The new Chair is going to work on developing a schedule for 2017 meetings. |
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| **Comments/Upcoming Meeting Date & Time/Etc.:** |

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| **Handouts/Documents Referenced:** |

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| **College Web Site Link:** |

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| **Prepared by:** | Krystilyn Atkinson, Secretary | **Date Distributed:** | 2/7/17 |

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| **Approval of Minutes Process & Responses:** |

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| **Submitted by:** |  | **Date Submitted:** |  |

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| **Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:** | | | | |
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| **Action by President:** | | | | |
| **Item #** | **Approved** | **Disapproved** | **Approved with conditions** | **Comments** |
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