

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

Committee or Working Group:	Human Resources Committee
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Date:	Time:	Location:
February 14, 2019	3:00 P.M.	President Conference Room

Members Present/Absent:				
Title/Representative	Name	Present	Absent	Reasons
1. Chair, HRC	Tetaake Yeeting	X		
2. Vice chair, HRC	Genevy Samuel	X		
3. Secretary, NTL F	Pearl H. Olter-Pelep	X		
4. “Ex-Officio Member” Director, HRO	Rencelly Nelson	X		
5. CTEC F	Emmanuela Garcia	X		
6. CHK S	Marylene Bisalen	X		
7. FMI Staff Rep	Regina Faimau	X		
8. FMI Rep	Vacant			
9. KSA S	Shrue-Miako Sahn	X		
10. KSA S	Michael Williams	X		
11. KSA F	Rosalinda Bueno		X	Class
12. NTL S	Norma Edwin	X		
13. NTL S FSS Rep	Alfred Olter	X		
14. NTL S	Yolina Yamada	X		
15. NTL F	George Mangonon			No power
16. NTL S	Martin Mingii	X		
17. CTEC S	Albert Amson			No power
18. CTEC S	Maureen Mendiola			No power
19. CTEC F	Bertoldo Esteban			No power
20. Yap Campus S	Monica Rogon	X		
21. Yap Campus Rep	Angela Figir	X		
22. NTL S	Maryallen Manuel		X	sick
23. NTL S	Josephine Kostka		X	UOG partnership workshop
24. Yap Campus	Reiko	X		

Additional Attendees:	
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Agenda/Major Topics of Discussion:

1. Call to order
2. Roll call
3. Review and adoption of Agenda
4. Review and adoption of February 07, 2019 meeting minutes
5. Items for Discussion
 - a. BP 6009 Compensation policy
 - b. Sexual harassment Title IX
6. Others
7. Adjournment

Discussion of Agenda/Information Sharing:

Chairperson Tetaake called the meeting to order at 3:00P.M.

1. Review of Agenda

Martin moved for the adoption of the agenda and seconded by Norma, the agenda was adopted.

2. Review of Minutes

Chairperson Tetaake explained that the February 07, 2019, meeting minutes was sent out electronically for everyone to review and make changes. All agreed to vote on the minutes electronically.

3. BP 6009

A question was raised by Norma regarding the Title IX policy for employees is aligned with the student's sexual harassment policy during the recent executive officer meeting.

The policy was presented to the Board to endorse it but it was delayed to wait for the student's title IX policy so it can be aligned with the employee's title IX policy.

Acting compensation

Rencelly made some changes on page 15 section 11d that was based on the acting compensation and is asking the committee to review and make any recommendations whether they agree to it or not.

All Director or Dean positions are to be compensated with 20% increase above their regular

salary at the time of their acting appointment.

Director or Dean level positions who is acting in one or more area (college wide) are to be compensated with 25% increase above their regular salary at the time of their acting appointment.

The President's designee (vice president) will be compensated with 30% at their time of acting appointment.

The major changes are the percentage and the effective date of the acting appointment. The effective date means 5 days of acting.

Martin made a motion to adopt the changes made on section 11d and it was seconded by Norma. The committee agreed to the proposed changes and it was adopted.

4. Section 11F

Providing compensation to a non-teaching staff when they earn a AS degree. The compensation is to provide a one-time stipend.

1. Giving a step (for employee's position)
2. Giving a one-time stipend (for employee's self-improvement)
3. 5% option for those who are on a ceiling

Alfred made a recommendation on the compensation for any employee especially for their positions that there should be an increase on their salary and if it is just for improvement on their work then the compensation can be a stipend.

- Martin made a recommendation on moving the stipend compensation under incentive.
- Norma suggested that the committee move forward with the acting compensation by adopting the changes made on the proposal and forward it to the board.
- Discussion on the stipend to move under the incentive award section will be discussed in the next meeting.
- Removal of the section on stipend to incentive.
 1. Chuuk disagreed
 2. Yap and FMI agreed
 3. Kosrae agreed
 4. National campus agreed

Norma moved to table the discussion and it was seconded by Martin. It was adopted after the votes from each state campus.

6. Others

7. Adjournment

Meeting was adjourned at 4:00pm.

Handouts/Documents Referenced:

- Agenda for February 14, 2019 meeting
- Sexual misconduct draft policy
- BP 6009 Compensation policy
- BP 6016 Incentive Program
- Sexual Harassment

College Web Site Link:

Prepared by:	Pearl Habuchmai Olter-Pelep	Date Distributed:	02/06/2019
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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