

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

Committee or Working Group:	Human Resources Committee
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Date:	Time:	Location:
April 25, 2019	3:00 P.M.	Board 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. KSA S	Shrue-Miako Sahn	X		
9. KSA S	Michael Williams	X		
10. KSA F	Rosalinda Bueno	X		Late
11. NTL S	Norma Edwin	X		
12. NTL S FSS Rep	Alfred Olter	X		
13. NTL S	Yolina Yamada	X		
14. NTL F	George Mangonon	X		
15. NTL S	Martin Mingii	X		
16. CTEC S	Albert Amson	X		
17. CTEC S	Maureen Mendiola	X		
18. CTEC F	Bertoldo Esteban	X		
19. Yap Campus Rep	Reiko Azuma	X		
20. NTL S	Maryallen Manuel		X	Chuuk
21. NTL S	Josephine Kostka		X	Kolonia

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 March 7 meeting minutes
5. Updates
 - BP6009 - Compensation tabled by EC
 - AP6034 – Professional Dress Guidelines tabled by EC
 - BP6034 – Professional Dress Guidelines & BP6022 – Employee Organization approved by BOR
6. BP6023 – Outside Employment and Activities – no major changes
7. BP6024 – Nepotism – no major changes
8. Others
 - AP6035 – Rehire Eligibility – to finish revision
9. Adjournment

Discussion of Agenda/Information Sharing:

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

1. Review of Agenda

Director Rencelly advised the committee to discuss agenda items 6 and 7 since they are in the master plan for the Board’s consideration at their next meeting in two weeks. Martin made a motion to adopt the agenda with suggested changes and it was seconded by Yolina.

2. Review of March Meeting Minutes

Review of March meeting minutes and minor changes were made and Norma made a motion to adopt the minutes with the proposed changes and it was seconded by Alfred.

BP 6023 Outside employment activities

Rencelly shared that there were no changes made except numbering, bolding, and capitalizing the headings. Since there were no major changes on the policy because it was revised in 2017. Alfred made a motion to adopt the policy and it was seconded by Norma.

Nepotism

The policy was reviewed and there were no major changes made. A new sentence was proposed to the policy.

“A head of a unit or an office cannot hire a subordinate in any of the relationship below reporting directly or indirectly to him/her whether it is a full time or part time capacity”.

This addition to the policy is a precaution since there is likelihood of this happening in different offices where a supervisor would hire his nephew or niece under his unit. With this, Director

Rencelly proposes to add the sentence above to the policy to try and avoid the issue of hiring a person that is related to the supervisor in any way. The proposal actually means that a supervisor hires a person in his or her own unit.

Rencelly also stated that even though members would accept or not accept the proposed changes to the policy, it does not affect anything at all.

Norma was suggesting whether it would be good to take out the 3 words “or an office” and use only “unit”. Then Rencelly mentioned that it is okay because the word was already used in a previous memo before and that it is okay to use the word.

After several discussions among the committee members Rencelly made a motion to withdraw her proposed changes to the policy but maintain her other recommendations in new formatting of the policy.

Norma made an endorsement to adopt the motion on not including the sentence that was proposed by Rencelly and it was seconded by Martin.

6. Others

Chairman Tetaake explained that since there was not enough time during the meeting, the other items on the agenda will be discussed in the next meeting on May 02, 2019.

7. Adjournment

George made a motion for adjournment and the meeting was adjourned at 4:00pm.

Handouts/Documents Referenced:

- March 07, 2019 Meeting minutes
- April 25, 2019 Agenda
- BP No. 6024 Nepotism
- BP No. 6032 Outside Employment and Activities
- Administrative Procedures No. 6035
- BP No. 6035
- Actions and Directives Handout

College Web Site Link:

Prepared by:

Pearl Habuchmai
Olter-Pelep

Date Distributed:

05/02/2019

Approval of Minutes Process & Responses:

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Submitted by:

Date Submitted:

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

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Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments