

**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 27, 2023	3:00pm-4:00pm (PNI & Kosrae) 2:00pm-3:00pm (Chuuk & Yap)	On-Line Zoom Meeting

Members Present/Absent:				
Title/Representative	Name	Present	Absent	Reasons
1. Chair, National Faculty	Pearl H. Olter-Pelep	X		
2. Vice chair, National Faculty	Karen Kan-Lun Tu	X		
3. Secretary, Yap Staff	Reiko Azuma	X		
4. "Ex-Officio Member" Director, HRO	Rencelly Nelson	X		late
5. CHK Staff	Marylene Bisalen	X		
6. CHK Faculty	V-Three Raisom	X		
7. KSA Staff	Arlynza J. Talley		X	absent
8. KSA Staff	Shrue-Miako Sahm		X	absent
9. NC Staff	Maryallen Manuel	X		
10. NC Staff	Yolina Y. Irons		X	on leave
11. NC Staff/CRE	Merleen Elias		X	absent
12. NC Staff/AS	None assigned		X	
13. NC Staff	Josephine Kostka		X	
14. NC Faculty	George Mangonon	X		
15. CTEC Faculty	Emmanuela Garcia	X		
16. CTEC Faculty	Bertoldo Esteban		X	
17. CTEC Staff	Albert Amson		X	
18. Yap Faculty	Robert Yangerluo	X		
19. FMI Staff	None assigned		X	

Additional Attendees:	
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Agenda/Major Topics of Discussion:
1. Call to order
2. Reading of the College Mission Statement

3. Roll call and Establishment of Quorum
4. Review and Adoption of Agenda for April 27, 2023
5. Old Business
 - a. Policy development plan August 2021 to July 2022
 - i. Accomplishments for academic year 2022 and 2023
 - ii. Plan for the next term
6. Miscellaneous
7. Adjournment

1. **Call to Order:** Chairperson Pearl called the meeting to order at 3:02pm Pohnpei Time.
2. **Reading of the College Mission Statement:** Pearl read the College Mission Statement.
3. **Roll call and Establishment of Quorum:** Reiko made the roll call and 8 out of 17 were present (HRD excluded), which is 47% of its members. Rencelly joined after roll call was made.
4. **Review and Adoption of April 27, 2023 Agenda:** George moved for adoption and Marylene seconded, and the agenda was adopted as is by a unanimous vote.

Karen informed that few members voted/commented on the February 23, 2023 minutes. She asked the remaining members to send their votes electronically.

5. Old Business:

- a. Policy development plan August 2021 to July 2022
 - i. Accomplishments for academic year 2022 and 2023
 - Karen shared the policy development plan for all to confirm which policies has been reviewed.
 - Policies reviewed are:
 - 1) BP 6010 Leave Policy is currently pending vote for adoption from members.
 - 2) BP 6009 - Emma made suggested to change the degree requirement for Voc. Ed. Instructors from High School graduate to AA or AS. Changes was shared to Curriculum Committee for their review. Chair will follow up and give update at the next meeting.
 - 3) BP 6017 – Karen confirmed it was reviewed.
 - Remaining Policies to check in previous minutes if already reviewed:
 - 1.) BP 6008, 6038, BP2300, BP6020, BP6015, BP6014, BP6016
 - Chair thanked all for their efforts and good teamwork.
 - ii. Plan for Next Term

- Next meeting will be on May 4th where the new officers will be elected.

7. Miscellaneous:

Marylene commented to add to next meeting's agenda to adopt the February 23, 2023 minutes and any other minutes that might not have been adopted. Pearl suggested we can adopt the minutes electronically or adopt it at the next meeting.

8. Adjournment: George moved, V-Three seconded, and the meeting was adjourned at 3:45PM Pohnpei Time

Handouts/Documents Referenced:

- Agenda for April 27, 2023 meeting
- February 23, 2023 minutes
- Policy development plan August 2021 to July 2022

College Web Site Link:

<https://comfsm.zoom.us/j/91468684195?pwd=TVdQNFkwY3BuUWU1RG1PNUtXc2d0QT09>

Should be used for the HRC meeting throughout 2023.

Prepared by:	Reiko Azuma	Date Distributed:	May 4, 2023
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