

**College of Micronesia – FSM
Committee (Staff Development Committee) Minutes Reporting Form**

Committee or Working Group:	<i>Staff Development Committee – Chuuk Campus</i>
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Date: May 02, 2012	Time: 3:25 p.m.	Location: H.R. Spec. Office
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Members Present:	Members Absent:
<ul style="list-style-type: none"> ▪ Marylene Bisalen – Chairperson (HR Representitive) ▪ Merly Nelson – Sponsored Programs ▪ Benjamin Akkin – Admin. 	<ul style="list-style-type: none"> ▪ Kind Kanto – Instructional ▪ Marleen Ychiro – Stud. Servs.

Additional Attendees:	
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Agenda/Major Topics of Discussion:
<ul style="list-style-type: none"> ▪ Adoption of April 20, 2012 minutes ▪ Interview of Jayleen Kokis ▪ Application request of Kind Kanto ▪ Results of Incentive Awards ▪ Incentive Awards – Date change

Discussion of Agenda/Information Sharing:
<ul style="list-style-type: none"> ▪ The Chairperson welcomed everyone present and opened the meeting asking members to review the minutes of April 20, 2012. After the reading, Chairperson asked for any comments to the minutes. As there were no comments, Merly Nelson moved to adopt the minutes and Benjamin Akkin second the motion. ▪ The 2nd agenda, the Chairperson summarize about the interview that took place to Jayleen Kokis on April 24, 2012. The members present during that time was Marleen, Kind, Ben, and Chairperson, as Merly was on leave. Members asked questions to Jayleen in regards to her Staff Development funding request as she is pursuing her on-line Master’s degree in Library and Information Science from the University of North Texas. Jayleen explained about a scholarship that was awarded to her which is covering her tuition cost. Her request from Staff Development is supplemental to support her other needs such as communication and technology, transportation, and supplies. She further elaborate on the difficulty she faces when she has to go on line working after hours and also travelling to her project sites such as the schools on the island. She further states that she has been taking two courses within 5 months, and will be taking one course in Summer. To date, she states there is no one in the Pacific region that is in pursuit of this degree. After her interview, the members recommend funding her request.

<p>The 3rd agenda, the Chairperson asked members to review the application of Kind Kanto. The Chairperson commented on the importance of Kind’s request as he is presently the Acting IC and it is a learning process for him on the duties and responsibilities of the Instructional Coordinator. The Chairperson briefed the members on what needs to be done in the instructional</p>
