

COLLEGE OF MICRONESIA-FSM BOARD OF REGENTS
Minutes of the 12-15 December 2023 Meeting
Media Instructional Technology Center, COMFSM
Palikir, Pohnpei State

Present: Regent Suzanne Gallen from Pohnpei (Chair); Regent Jeffrey Arnold from Chuuk (Vice Chairman); Regent Tulensru Waguk (PhD) from Kosrae, (Member); Regent Geraldine Mitagyow from Yap ((Member); and President Dr. Theresa Koroivulaono (*ex officio member*)

Absent: Regent Pelma J. Mingii representing the National Government, Secretary/Treasurer on medical leave.

Resources: Vice President of Administrative Services, Mr. Joseph Habuchmai, Vice President of Instructional Affairs, Ms. Delihna Ehmes; Vice President of Enrollment, Management and Student Services Mr. Joey Oducado; Vice President of Instructional Effectiveness and Quality Assurance, Ms. Jennifer H. Helieisar; Vice President of Cooperative Research & Extension, Mr. Steven Young-Uhk; Dean of Chuuk Campus Mr. Kind Kanto; A/g Dean of Kosrae Campus, George Tilfas; Dean of Career and Technical Education Center Ms. Phyllis Silbanuz; Dean of Yap Campus Ms. Lourdes Roboman; Dean of FSM Fisheries & Maritime Institute (FMI, Yap) Mr. Tioti Teburea; Director of Faculty & Maintenance, Mr. Francisco Mendiola; Comptroller Ms. Roselle Togonon; and EA to the President, Mrs. Lisa N. Dereas.

Additional Resources: Daniel Roland and Amanda Gima of Raymond James, who presented the College's portfolio on **Monday, 11 December 2023 at 10am**. Meeting convened in the conference room at the CETEC Campus.

Members present were:

Chair Gallen, Vice-Chair Arnold, Secretary/Treasurer Mitagyow, Regent-Dr. Waguk, President-Dr. Koroivulaono and EA Dereas.

1. CALL TO ORDER: 0930 on Tuesday, 12 December 2023

Chairwoman Gallen called the meeting to order.

2. PRAYER: Prayer was led by Regent-Dr. Waguk

3. READING OF MISSION STATEMENT

Recited by all.

4. ROLL CALL

Called by Chair Gallen. Regents Arnold, Waguk and Mitagyow are present; a quorum was declared.

5. REVIEW OF AGENDA

Regent Arnold motioned to approve the Agenda. Regent Waguk seconded. Motion was **CARRIED**.

6. APPROVAL OF MINUTES (September 2023)

Vice-Chair motioned to approve the minutes. Motion was seconded and **CARRIED**.

7. COMMUNICATIONS

- a. Letter of Resignation from Regent Pelma J. Mingii. The Board advised the President to write to the President of the FSM informing him of this resignation and to re-nominate a new board member representing the National Government.
 - A response letter to the resigning regent is required.

8. REGENTS REPORTS

- a. **Regent Geri** reported that Yap continues to be pretty slow. One thing that's been noticeable is that the local businesses are slowing down because outside businesses are coming. iBoom is picking up business (telecommunication company that is locally owned). The final thing is the land lease in Yap. They met with the Chair of the Lease Committee and some members to find out what the status is. Not much is done since the September Board meeting in Yap. It appears that they are stuck with nothing concrete to better evaluate the cost benefit of the Yap Campus. They are only basing the value of the land on ADB's evaluation. The Yap Campus (OTP) provided the necessary information to help them justify their request to start charging the College rent. There has been no response to date. Regent Geri also touched upon the recent "travel glitches" that has now happened to her twice. She stressed the importance on finding out why this is happening and resolve it to avoid from happening again and to others. This is not to point fingers but it is an important issue to raise as it is an internal issue requiring collective efforts.
- b. **Vice-Chair Arnold** provided updates as his report covering the 1st quarter of FY2024 (October to December 2023).

October 2023

- Through the SNLC recommendation, an Executive Directive was signed to establish the Chuuk State SDP (Strategic Development Plan)

Planning Group. The members include 2 from the Executive Branch, 2 members from the Legislative Branch, 2 from the Civil Society, and a municipal representative. This is in preparation for the Amended Compact rollout in which Chuuk State SDP will be integrated into the FSM National SDP. Chuuk State will also need to put together the IDP (Infrastructure Development Priorities) and the Infrastructure Maintenance Plan.

- Amended Compact: annual allocation to FSM \$140 million. 25% will be toward infrastructure and 7% for maintenance. Besides the other sectors, \$500k will be toward the single audit each year. Other sectors include Health, Education, ERA, Environment, Capacity Building, and Private Sector.

Note: Similar to Health, Education, and ERA – Environment will be qualified for recurring costs focusing on Climate Change

- FSM Congress passed a bill on the distribution formula for the new Compact. It did not follow the resolution passed by the CEC (Chief Executive Committee) in Yap. It increased the National Government share from 8% to 10%. Although the bill was vetoed by President Simina, Congress overruled it unanimously. This has created uncertainty among state officials as to which formula to follow when the amended Compact rolls out – FY2025.
- Chuuk State hosted the annual APIL (Association of Pacific Islands Legislature). Most delegations of the Micronesian Islands showed up except for Nauru and other Pacific nations. This was a CSL-led event, the Executive joined in welcoming the delegations.
- The Chuuk State of State Message was called through a joint resolution passed by CSL. Governor Narruhn, in his statement, highlighted what his administration has achieved in the course of 2 ½ years. He pinpointed the COVID-19 crisis, the infrastructure projects that were implemented, the maintenance of fiscal discipline, and so forth. He also emphasized the need to work together so that work can be achieved. Two major funding sources will be available to Chuuk State soon, the Fishing Fees and the Amended Compact. Both are crucial toward Chuuk State's development efforts. Governor wanted leadership to consider the increase in salary for Government Employees which has been neglected for far too long.
- Chuuk State received news from the Office of the President, FSM that the US Congress has not acted on their budget therefore Compact funded areas will have to be on a CR (Continuing Resolution) budget

mandate. But the CR funding from OIA was delayed therefore Chuuk had to resort to shifting the remaining funds and borrowing from local revenue. Payrolls and essential expenses were the only two-line items allowed for the funds. In late November, Chuuk finally received a draw down on the CR.

November 2023

- Blue Prosperity Micronesia & National Geographic Pristine Seas expedition was held the first week of November. Public awareness was conducted to showcase the beauty of our ocean and how fragile it can be toward climate change and pollution. Underwater submarine tour took two locals (Madam Congresswoman Perpetua Konman, and EPA specialist Ms. Tara Shaniah Arnold).
- Economists and PSC (Public Service Commission) have been tasked to work on wage increases for government employees classified under PSS. The leadership wishes to replicate the FSM National Government's 45% increase across the board. The preliminary estimated number indicates a funding need of \$3.8 million for the increase. January is the target date to submit for appropriation of the new wage increases. Chuuk State is also working toward establishing minimum wage laws for both the Government and Private Sector.
- Chuuk State was visited by a Japanese group to recover the bones of fallen soldiers in WWII. Due to a lack of clarity between national and state laws; Chuuk had to amend its current policy to allow extraction of bones following specific criteria.
- Through the state ODA office, Chuuk was introduced to the National Direct Assistance program. The program will allow a municipal government direct access to funding for climate change-related projects. An amount of \$17 million will be divided among the 4 states. The program is from SPC and state ODAs will be the focal point. Program training is scheduled for February next year.
- The SDP planning group began its consultations with major sectors. These include the Health, Education, and Infrastructure Sectors. Priorities are as follows:
 - i. Education – (1) integrate culture into curriculum, (2) increase usage of technology in education, (3) improve the facility for a healthy environment, (4) support Chuuk's workforce development needs, and (5) holistic approach of school support for student learning.

- ii. Health – (1) continue to improve primary health care, (2) continue to improve secondary health care, (3) promote health services programs toward health problems, (4) develop sustainable health service finance mechanism, (5) strengthen health professions capacity building, and (6) establish transparent and accountable health services system, and (7) provide Tertiary Health Care services that are affordable, accessible, available, and appropriate to the public.
- iii. Infrastructure – (1) public facilities, (2) transportation, (3) telecommunication, (4) utility, (5) economic Infra, (6) social Infra, and (7) environmental infrastructure.

Note: other sectors consultation (Private Sectors, Land Management, Finance, Law and Enforcement, Tourism, Fisheries, Environment, Agriculture, Workforce, and other Social Areas are still being scheduled

December 2023

- Communication from the National Compact Management and ODA Office stated that Chuuk's request for the use of remaining funds from Compact 2 was not approved by OIA. Chuuk wanted to acquire these funds before they go into the trust funds and lose their identity as funding for Chuuk State.
- Communication was received from the FSM Office of the President regarding revenue share for the fishing fees. The amount for states' shares is from July to November. CBRC will work on the appropriation bill for the said fund. Chuuk is expected to receive over \$10 million for FY2024. A priority of the fund set by the Principal is the wage increase for government employees funded under local revenue.
- Chuuk State received a notice for the arrival of USNS Mercy which provides health services support to the people.

Other activities in Chuuk

- The FSM Health Department is working with the Chuuk Health Department in the survey of assets initiative for the outer islands. The survey started on Dec 11 and will conclude on Dec 23.
- Dedications of two new sites of solar grid funded under EU (Udot and Pwene Islands)
- A new scholarship from Japan for government employees at the graduate level is being put together targeting areas deemed to lack in government offices and agencies.

- The Health Department just graduated 37 health assistants through a training program that lasted for a year. They will replace previous HA (either passed or retired) that served public health and the dispensaries.
- FSA athletes visit Chuuk for the 15 and under and 17 and under basketball tournaments.
- Scheduled discussion with the UN World Heritage Center on 12 December to consider inducting the Chuuk Lagoon as a World Heritage site.
- Work by the EPA and Public Works continues to relocate solid waste from the old dump site (near the public marina) to the new dump site (Neeauo Village). Chuuk is still seeking support for new heavy equipment to assist in the process.
- Minor setbacks of CFSM road projects Wèèno but have been resolved and ready to resume (Peniyesene and Wiichap).

c. **Regent-Dr Waguk** reported that the Compact is at a stand still waiting on an agreement between the “two groups”. Kosrae has been blessed with several conferences held in-state. One such conference is the Women’s Conference. Kosrae is currently working on its budget for FY2024-25 and working towards salary increases for employees. There is also the extension of the fiber optic cable. The Leadership is also working towards acquiring Starlink as the internet provider for the state, hopefully, before the end of the year. Citrus training by Frank Cruz was successful. Kosrae was also engaged with a master’s program for teachers.

d. **Chair Gallen** Pohnpei State, like the other states, is having issues with their budget. Most urgent thing that is prevalent today is the state runoff election that for Governor and Lt. Governor.

For the National Government:

- Informal conversation with the CEO of Vital. They are starting a pilot training program for high school graduates in areas that are relevant to Petro-corps’ operations. It sounded like it aligns with the similar CTE training that the College has been doing. Perhaps the President will consider collaborating with Vital. This is being done in order to recruit skilled employees as less and less people are either un-skilled or disinterested.
- The SEEP was recently launched in October so it is moving ahead as is. Hiring has commenced.

Chair also provided a quick overview of the ACCT in October (Nevada). It serves as a reminder of *best practices*. She further talked about the Workforce development and “woke” movement that is happening in the U.S. Diversity and inclusion matters that the College can take up and include for accreditation purposes. One key thing that Chair took away from the ACCT: the possibility of

the bathroom structures for the SLT to consider. Encourage the Board to have a retreat to discuss how to further strengthen the work they do as a Board.

- 9. PRESIDENT'S REPORT** informed the Board that her report will cover the period between September to December. The President's evaluation is up in two months and will be modeling the types of practices that the College should be following. The annual performance evaluations will be structured in 2 ways: a) Work plan; b) Updates.

The President's report touched on the following:

- i. Accreditation: Best practices in line with ACCJC's standards
 - Reaffirmed for another 7 years. Mid-report due 4 years from now (2027)
 - 3 commendations recognizing our best practices
 - 2 recommendations to improve quality
 - Integrated Planning: Evidence of the short-term connected to the mid-term and then to the overall long-term planning. Annual implementation plans required by the Government. Bring these plans to the Government to show them how the College is spending the money given by them.
- ii. Strategic Plan: Make sure that the College has one for the next 5 years. Informed by all the SWOT analyses conducted throughout the campuses.
 - Access, Innovation and Resilience: When we are applying for grants, these are the words - the major "sign posts" that will help determine the kind of opportunities the College looks for.
 - 20th Century classroom settings while teaching 21st century students. Need to move forward with the times. The "norm" has to change in order to be modern/contemporary facilitators of student learning. More project space, more collaborative; and provides a more developed higher thinking skill.
 - Two major focus areas under the SP
 - SKILLS and Employability Enhancement Project (SEEP): Funded (\$17.7 million) by the Government to revive the PATS to provide CTE courses.
 - CTE is in high demand and much needed in this region
 - a. Classrooms can be the areas in need of maintenance i.e., hospitals and schools
 - b. CTE is not a secondary type of education or that it is the option or

the choice that students take when they do not make it into the credit level in the College. Being a carpenter, being an engineer is just as important as a doctor and lawyer, etc.

- Flexible Learning: *Design and delivery of programs, courses, and learning interventions in such a way as to cater for student demands for variety, access, recognition of diverse learning styles, and student control over and customizability of the learning experience.*
 - Workforce & Economy - work-ready needs-directed, vibrant locally driven

iii. Personnel Audit: To be presented by HR Consultant Elizabeth Bare

iv. Performance Management System:

- This is going to require a different approach. The Performance Evaluation policy has been incorrectly applied throughout the years. "There should be no increments unless there is satisfactory performance."
- Rhetorical Question: If we're paying the employees, what are we paying them for?
- We will stick to the policy and apply what it says. There is to be an annual performance evaluation in line with the existing policy.
- Everyone will have a work-plan mirroring the President's work-plan. Which of the strategic objectives relate to (under RESILIENCE)? Everything will be evidence based.

v. Campus Master Facilities Plan:

- It is a work in progress and will continue to be
- 1-5 years: \$21.50 million
- 6-10 years: \$24.20 million
- 11-15 years: \$19.90 million
- Prepare for transformation: IT, Flexible Learning Design & Development and Human Resources or Talent.

vi. Update on PeopleAdmin: Will be presented by HR Consultant Gee L. Bing

-----**Meeting recessed at 12:49pm**-----

Meeting reconvened on **Wednesday, 13 December at 0933** preceded by a brief welcome by the Chair.

- b. **VPEMSS** informed the forum his Report covers the months of September to December 2023 and 4 highlights.
 - i. Results of early registration for Spring 2024:
 - Registered (early) 716 students with a total course credit of 8,738. As of yesterday, 5pm, 741 early registrations with 9,069 credits. This does not include new students and returning students. 42% of the headcount target for Spring and 32% target in terms of credits. Demographics: 405 at the NC, 98 from CTEC and 97 from Chuuk, 20 from Kosrae and 96 from Yap.
 - Predominantly female students (65% and 35% male). Male dominant is CTEC, the rest of the campuses are predominantly female. Out of the 716, 71% of them registered full-time and only 29% registered part-time.
 - 36% of early registrants are taking the AA degree, 40% are taking the AS degree, 7% are taking the AS and 2% Baccalaureate programs, and 13% certificate of achievement programs. 7.2% decrease in the Spring 2023 enrollment compared to Spring 2022 (the highest in the past 4 spring semesters). Projection based on the assumption of linear growth not factoring socio-economic factors, change in demographics, etc. Projections are based on a spring to spring enrollment to determine a baseline prediction on what the 2024 enrollment is going to look like.
 - There is a need to encourage students to take more courses than part-time loads. EMSS will work with IA on this. EMSS and IA will work together to make sure classes are scheduled based on student needs and not influenced by availability of the instructor. High School enrollment across the nation dramatically decreases and is more apparent in the state of Chuuk (G7 - G12).
 - How do we address our source of revenue? More credits than students. Availability of classes, intrusive advising may assist with this issue.
 - ii. Data relating to Financial Aid (US Pell Grant): Nov 2023 including the SEG, work-study
 - \$30 million to 1,132 students. Awarded \$4.2 million of Pell Grant to 1,132 students. Significant increase (5%) from the previous semester.
 - Staff Development Training was recently conducted to follow Title 4.
 - Data on midterm deficiency. Fall 2023: a decrease by 7% and 3% decrease in the number of students who are listed on the midterm Deficiency. All campuses have seen a decrease this Fall.
 - Replacing the SEG with the FSEG work-study (part of the FSA programs). This is under the new Compact (COFA 3).

- iii. Fall 2023 Graduation (Graduate Data): Count not accurate due to grades not yet.
 - AY 2022-23 graduated 409 students, which is higher than the previous AY 2021.
 - Fall 2023 there are 266 candidates. Out of this number, 14 are graduates from the FSM-FMI; 252 are candidates from COMFSM programs - out of this number, there are 29 candidates for the BS in Business Accounting; 173 from the NC; 28 from CTEC; 24 from Chuuk; 4 from KSA and 13 from Yap.
 - 4 candidates for the Summa Cum Laude, 4 valedictorians and a long list of students on the President's and Dean's lists (college-wide). 60 graduates from the summer semester will be joining this Fall's commencement (not included in the 266 count).
- iv. VPES shared snapshots of on and off campus activities showcasing the student being involved and active in the community.

VPES asked to present his department's policies that are up for the Board's review ahead of everyone due to graduation responsibilities.

- c. **VPAS** reported that his department has conducted its SWOT Analysis throughout the College (all campuses). FY2025 budget was distributed. There have not been any updates from the National Government on what the subsidy is going to be due to the stall with the COFA 3. The Executive Committee reviewed the FY2025 budget and have endorsed the proposed budget to be presented to the BOR. VPAS further reported the following:

- i. VPAS & Comptroller attended the 2023 APAFS in the P.I.
- ii. 3 vans were purchased for the IA especially in the practicum programs
- iii. Procurement received 3 additional generators from the CARES funding (1 to Chuuk, 1 to CTEC and 1 for the Maintenance and IT shops)
- iv. New PA system purchased to support our graduation and the music course(s)
- v. Facilities update by Director Mendiola: Ongoing constructions at the CTEC Campus, but was halted because of the UXOs discovered at the site.
 - Roof construction is all steel work fabricated in Korea. Will arrive next month (January 2024)
 - Contractor will need to first scan the grounds and if any UXOs are found, the U.S. Military will be called in to assist with the disposal.
 - Recommendation by the Chair: If the College can develop an SOP when UXOs are found. Safety of our students and the young students next door (Kolonia Elementary School) is of utmost importance.

- Question/Comment by the Chair: if there are any leftover funds (contingency funds), are there plans for it? There might be some movements from Land Grant. If there is leftover, it can be utilized for demolition and extra parking space, if possible.
- Comment by Dir. Mendiola: We will double check our project priorities for 2024 to submit to the FSM TC&I, under the new Infrastructure funds.
- Teaching Clinic: reinforcements put in for the building. Deadline is the end of the funding period in December 2024
- Student Center: Base of foundation works. Rebars will be arriving from Korea (precoated rebars). Refabricating their own CMU (concrete blocks)
- Kosrae Generator and Snack Shop: The house for the generator (temporary station) was completed but will be relocated because the area does not belong to the campus. Regent-Dr. Waguk helped with the misunderstanding stating that the area belongs to the KDOE.
 - Regent-Dr. Waguk asked if the generator, since it is placed on KDOE land, can also power up the State Library and high school
 - Dir. Mendiola replied saying it can help the Library, but may not have the capacity to power the high school.
- Nantaku Site development is still in progress. The sub-committee is still working on that. The PMU has already identified the contractor for the preliminary planning.
- FSM FMI Classrooms and Dormitory: Funded by JICA (Gov't by Japan). The bidding is closing at the end of this month. Execution of the project will commence early next year, anticipating completion in 18 months.
- The National Campus generator was transferred from Chuuk in 2006. Will be replaced by the newly arrived generator.
- The National Campus Agriculture Building generator will be installed. This is the generator Chuuk is currently using but will be changed out with the new one.

Financial Status report by Comptroller, Roselle Togonon

- i. Endowment Fund: \$11million as of November 30
- ii. Cash reserves: \$3.5 million (\$154K gain)
- iii. Total Investment: \$15 million (\$748K gains since October 1)

iv. Fiduciary Essentials/Our fiduciary responsibility: an individual or organization which has a legal and ethical responsibility to act on behalf of a person or organization, putting their interest above their own. All professionals who are acting on behalf of other people whose interests must be put first are acting as fiduciaries. There are 3 groups:

- Stewards: Decision makers (the Board of Regents).
- Advisors: Raymond & James, the President/CEO, ED Emanuel Mori and the Comptroller to advise the Board
- Managers: People managing the funds (Russells, Blackstone, etc.)
 - Steps in Fiduciary: Organize, Formalize, Implement and Monitor.

d. **VPCRE**

i. Administrative Report:

- Kosrae visit: courtesy call on DREA to discuss programs and MOU for the tissue culture, MPPRC courtesy call with the Office of Development Assistance regarding GCF/MCT
- Yap visit: Accompanied by Dr. Muru. Courtesy call on the Governor and Legislature to discuss the Italian Funded (Water and Food Security) project.

ii. GCF Project through the MCT:

- Could only certify a few from Kosrae, Yap and Pohnpei. None from Chuuk. Will leave Chuuk for a later date probably in January or February to find someone to train them. Out of the participants, 18 will be from Chuuk, 6 from Yap, 4 from Kosrae and 4 from Pohnpei.

iii. Export Initiative:

- Crops were shipped from Kosrae to Majuro in November to test the market. Good results were found for the taro and tangerines (this is a trial to see monitor success). Tangerine (citrus) was very popular, regardless of the price.

iv. Farmer Focus Conference: It also focuses on the effects on farmers' mental health. Although the first conference held in Pohnpei did not yield that many participants, UOG plans on hosting another one in Yap in June 2024.

There will be 9 extension and research programs in the next 5 years dealing with local food production (crops, vegetables, etc.). For instance, there will be a Research project in Chuuk on pineapple. Find a better way of multiplying the

distribution of pineapple for the communities. Propagating a new plant out of a single leaf from the pineapple.

Climate Change Program: planning mangroves along shorelines in Chuuk Expanded Food and Nutrition Education Program (EFNEP a USDA funded project). Cooking demo, promoting healthy and nutrition in the communities. EFNEP produces end of year data as soon as a report is generated. Childhood Obesity Program, the biggest program at CRE focuses on the youth. This year, CRE was able to engage over 2,000 youth in the programs across the nation. Biggest Losers Program in partnership with the OTP. Winners will be awarded cash prizes.

Last month a horticulturist from UOG, Mr. Frank Cruz, conducted training and assessment on citrus production in Kosrae.

Open pollinated seeds. How to get seeds from vegetables so we do not have to rely on getting seeds from overseas. This project is headed by Dr. Murukesan "Muru" Krishnapillai.

Challenges in Program Staff Recruitment: One of the main challenges for CRE.

- 21 outstanding vacant positions. 7 research positions to conduct 3 active research per year.
- 24 research projects per researcher should be going on in the FSM now, but it is not happening because vacancies remain outstanding. This has also caused inaccessibility to USDA National Institute of Food and Agriculture (NIFA) funded programs.

-----**Meeting recessed at 12:30pm**-----

*Meeting reconvened on **Thursday, 14 December at 0910** preceded by a brief welcome by the Chair.*

- e. **VPIA** informed the Board that her report contained 5 objectives.
 - i. Assure the quality of academic career and technical education programs:
 - Internship Appreciation Event:
 - BSBA program held its first internship appreciation event intended for supervisors from various agencies for their support of BSBA's Internship Program. 31 students completed the BSBA program come tomorrow's Fall Graduation.
 - Recommendations on how to improve the program
 - A new approach of course outline review
 - Collaborative and interactive
 - Tracking system

- Assessment Management System
 - o How our courses and programs are assessed: PLA consolidated reports.

ii. Ensure adequate learning support resources:

- LRC continues to provide services all across the College, but challenges are also recognized because we still need to hire people. Chuuk Campus does not have a Librarian. Currently, the Instructor Coordinator is carrying out the duties as LRC.

iii. Ensure professional development for Faculty & Staff:

- Fiscal allocation for F&S development FY 2025
- Dean Kanto participated in the *Aboriculture* in Hilo, Hawai'i
- Dean Phyllis was appointed Vice Chair of SEEP working group
- IA admins (VPIA & Deans) continue to be SDOE board members.

iv. Assure stakeholders collaboration:

- Student Exchange with the Tokyo Metropolitan University
- Teacher Corps Program, promoting education throughout the FSM
- IQBE program continues to deliver training, using the Quality pedagogical framework (QPF)
- CTEC Campus Dean recently attended a meeting with the Police Commissioner to discuss the alignment of the Law Enforcement Program.

v. Ensure consistent quality across sites:

- Purchase on iPads based on the assessment that was done mostly from the instructors whose courses were delivered online. They could be more efficient if they were given iPads
- iPads have been distributed to 2 campuses and 2 more will be provided theirs
- IT Consultant (Dhiraj) will be providing training on how to efficiently use iPads.

vi. IA Featured Profiles

- Marine Science program: was featured mostly because they gave a lot of support to develop the College's students.
- Resignations beginning January 2024: 2 will be retiring, 1 became an elected government official.
- Administrative Profile: Dean of Yap, the longest serving dean, Dean Lourdes Roboman.

- f. **VPIEQA** reported on the following:
- Staff Liaison Dr. Catherine Webb retired and now replaced by Interim SL Ms. Ginny May
 - Worked with Dr. Theresa to compile a PPEC report on highlights that covers highlights from months July to December 2023
 - IEQA has received the IPEDS survey. Completed the October IPEDS. These are required by USDOE to report every year
 - Collaborating with IA on survey for Title 2 for a compiled report
 - Working on an action request for connecting minorities grant (\$1.19 million) that will pay for the College's internet connectivity from 2023-25
 - Publication and Graphics is also assisting CTEC Dean with her signage to be completed by January 2024
 - Submitted job opportunities to the Kaselehlie Press to run the announcements.
- g. **Dean Kanto of Chuuk** reported that currently, there is no LRC personnel to carry out the Library duties. Vacancy was closed with only one applicant. Ad-hoc committee was formed before the Dean came to Pohnpei. He further reported that the Student Center needs repair
- Contract request submitted
 - \$10,000 in the repair and facilities. Will allocate this fund towards the Student Center repairs
 - Need to do this work right away so that when the Campus closes for the break, the contractor can come in to do the repairs before school gets back in January 2024
 - Computer hotspot abused
 - IT Consultant and Chris Gilmete solved the problem

Dean Kanto also thanked IA and AS for the 2 new vans and the generator for the Chuuk Campus.

Question: (VPCRE) *Why are we limiting our students from social media and using the College WiFi when it is one of the services they paid for?*

Answer: (Dean Kanto) *There are no restrictions and no policy but the bandwidth is not too great (saving for more important/essential work); and it might be beneficial in that it limits access to the College's Registration authentication system.*

- h. **A/g Dean Tilfas of Kosrae** proudly announced the Completion of the snack shop and the campus generator house. Hopefully they can find a vendor to sell food to the students. The generator house still needs the appropriate wiring from the house to the campus to power it up.
- Installation of Starlink

- Need an adapter to link it to the server in order to start using the internet
- LRC Training for new staff
- New library staff but still needs more training to carry out his duties
- Thanked VPIEQA for sending IEQA staff to help with the library
- Issue: regarding the student services building
 - One of the singing groups were using the veranda when parts of the floor gave out. One of the pillars is rusty causing the damage. Requesting for Maintenance to please provide an assessment on the veranda so that repairs can be expedited.

Comment by the Chair: it is about time for a Structural Engineer to come in and look at the buildings and provide an assessment at all the campuses.

Dean Tilfas further reported that the generator noise but be an issue for the students, the library and the high school.

Side mention (VPIA): Yesterday (13 December) at 2pm, 20 nurses were pinned and capped and 11 job offers were made - hired on the spot by the Pohnpei State Hospital.

- Lobby to our state leaders to offer something like this - hire newly graduated students on the spot. Not just the nurses.
- i. **Dean Silbanuz of CTEC** reported that she is trying to do modules to help with enrollment i.e. RAC. Dean Silbanuz is also rying to start the Law Enforcement in Spring 2024
- Although developed for Yap, it will also be a developed module for all the campuses
 - Customer services [training] will be offered to the municipalities
 - The challenge is trying to figure out the courses offered to see if these courses can be used instead of devising new ones
 - Accomplishments and challenges: Community engagement; 10 students completed the Career Safe OSHA (Occupational Safety & Health Administration) 10-hour General Industry Course
 - 8 students completed the IT essentials course as part of the Cisco Networking Academy Program (leading networking company).

Comment by the Chair: Recalling a point of discussion that was brought up from her attendance at the ACCJC conference in October (Nevada).

1) 41% of their high school seniors (one high school in the mainland) must sign up for apprenticeship courses. It is mandated by law. Most of the schools that were involved in these CTE programs, most of them had

an apprenticeship coordinator. Does CTEC have an Apprenticeship + Coordinator?

2) A couple of the schools actually have 3 (CTE) courses for high school seniors. Is there a way that these types of courses could be incorporated into the high school curriculum?

Question: (VPCRE) *Why is CTEC only in Pohnpei and not in the other states?*

Answer: (Dean Silbanuz) *It will be offered where it is needed.*

Biggest Challenge: Maintenance. Why? Untrained personnel and not enough people.

j. **Dean Roboman of Yap** reported the following:

- Rosemary Manna, FO, completed her online program and graduated with BS-Accounting from Grand Canyon University.
- Spirit Week: Oct 30 - Nov 2, 2023
- Graduation Ceremony will be held on Monday, 18 December
 - Monica Rogon, ES to VPCRE will graduate this Fall
 - Keynote Speaker is the Director of Health
- Recruitment Team visited all high schools in Yap and Outer Islands high schools visited in the Spring
- Collaboration with CTEC on RAC training to be delivered in Yap sometime in March 2024.

Dean Roboman further shared the following Yap Campus Challenges:

- The need to be responsive to specific training needs/capacity building or workforce development to design and implement CTE training
- Yap Campus lease agreement is still being negotiated. OTP sent a letter to the chairperson of the Lease Committee detailing the benefits/contributions the College has made in the past 5-10 years.

k. **Dean Teburea of Yap FMI Campus** reported the following campus highlights:

- Ongoing FMI-JICA project
 - Building/renovation of the classrooms and dormitory
- Upcoming January 2024 Maritime training in Japan
 - Not only to train young seafarers but also to upgrade them.
 - Produce captains and engineers
- Held meetings with TC&I regarding Class 4
 - To make sure all the requirements are there to enable the students to progress to Class 4

- Held a Job Fair
- Received assistance from the National Campus Business Office, Dining Hall and Maintenance

Dean Tioti closed by thanking IT Consultant Dhiraj for fixing the dormant simulator.

Side mentions: FSM-FMI needs a new ship. Parts are unavailable in-country. JICA is looking into buying a new engine, which is very expensive. They might also need to do an overhaul - completely changing out the engine. Procuring new parts, in his opinion, is much more cost effective.

Question: (Dr. Theresa) *With this new ship, will there be a maintenance plan to avoid wastage? Who is going to maintain it?*

Question (Chair): *Any other challenges you would like to raise?*

Answer (Dean Tioti) *When the instructors are gone, shortage will be felt. Need HR to speed up the hiring process.*

Comment by the Chair: The cost to educate a student is way more than those at other campuses. This goes back to the issue of wastage and just trying to ensure that those funds are appropriately used. It will be good to tighten our belts now, as opposed to being in a bigger hole when the Congress stopped subsidizing the campus.

10. OLD BUSINESS –

A. Chuuk Campus Land Site sub-committee presentation by V-Chair Arnold and Dir. Mendiola. It is a comprehensive report, not the final report. The sub-committee was created to compile information in relation to the development of the Chuuk Campus and to formulate decision making for the senior administration and the Board to make the best viable decisions moving forward

- Mechitiu/Bou site: plot of land purchased 30 years ago from landowner Redley Killion. Development is at an indefinite stand still due to land disputes by adjacent landowners.
- \$13 million to develop the access road and the buildings, an estimate provided in 2013
- Chronological history
 - **1994:** Plot was purchased
 - **1999:** The first site visit was conducted by the College to inspect the land purchased. No one has ever visited the site, nor knew what they purchased. Soil study was conducted when soil movement was detected.
 - **2000:** Land was surveyed. Claims from other landowners came about
 - **2001:** The plan was developed by contractor (provided by BECA)

- **2002:** The contract for the road was issued, a claim to the access road was filed and the contract was put on hold immediately after the claim was filed
- **2003:** Mike Tatum, new COMFSM Pres/CEO, who realized that the College had this case so decided that the College should sell the land back to the original landowner; recommended to look into purchasing other sites. The contract was terminated because nothing was happening.
- **2004:** Chuuk Star was offered. President Tatum recommended to the Board that CS should be purchased. The accreditation commission issued a citation for all sites, primarily focusing on the Chuuk Campus. A new negotiation was entered with the Mori family to begin a lease due to the warning. The College was then “forced” to improve the facilities. The Board approved half a million dollars for the improvements. The lease went from 5 to 15 years.
- **2005:** COFA II- the infrastructure plan was to improve facilities across the nation (campus sites). Funding was already made available but the College projects were being implemented by FSM PMU/TC&I.
- **2007:** The case on the road was settled. The Eas family received the title that they owned the access road.
- **2010:** A recommendation was made by the Accreditation Commission that it should provide an integrated facilities and education plan.
- **2015:** The FSM Congress diverted the infrastructure funds to the states, leaving only \$13 million dollars (used for the student center and teaching clinic constructions done today).
- **2016-22:** OIA is requesting another justification to determine if moving forward to developing the Mechitiu site is worth it. Otherwise, move forward with identifying a new site.

The sub-committee believes that identifying a new site is the next alternative, however, the members need all the documents before moving forward

A. Fiscal Year 2025 Budget presentation by the Comptroller

- Submitted a budget of \$13.2 million
- Revised budget in May 2023 and submitted to FSM Congress with an increase of 26%
 - Increase request due to increase in salaries and increase in the following
 - Housing
 - Retirement

- Supplies
- Utilities
- Repairs

- The College only received \$2 million from FSM Congress. If the rest of the requested amount is not received, most of the items above will not be implemented.
- Asked the Board to resubmit the budget proposal and refine it further
- Resolution stands as is. PASSED.

B. FMI Budget: \$1.8 million

- Resolution stands as is. PASSED.

C. N.C. Bookstore Budget: 5.2% increase

- \$6,819 increase in budget (\$138,310)

D. Board of Regents Budget

- \$150,000 (no increase)
- Resolution stands as is. PASSED.

E. SEG Budget

- Increased to \$878,978

TABLED POLICIES FROM LAST BOARD MEETING

Chapter 4: Student Services

Chapter 5: Fiscal Affairs

Chapter 6: Human Resources

Chapter 8: Information Technology

11. NEW BUSINESS

- a. Review of Board Policies – to be moved to the Executive Committee session.

12. EXECUTIVE SESSION (items to officialize)

I. Review of Board Policies

a. Chapter 4: Review of Student Services Policies

i. **Board Policy No. 4320 – Course Adding, Dropping and Schedule Change (amend)**

ii. **Board Policy No. 4330 – Course Withdrawal (amend)**

iii. **Board Policy No. 4408 – Change of Student Schedule (delete)**

iv. **Board Policy No. 4901 – Sexual Harassment for Students (delete)**

v. **Board Policy No. 4914 – Sexual Misconduct for Students (new policy)**

b. Chapter 5: Review of Fiscal Affairs Policies

i. **Board Policy Nos 5001-04 (no changes)**

ii. **Board Policy Nos 5105; 5109; and 5350 (renumbering)**

iii. **Board Policy No. 5002 – Budget Reprogramming (remain as is)**

c. Chapter 8: Review of Information Technology Policies

i. **Board Policy No. 8900 – Computer Technologies Specific Policies (remain as is)**

The Board approved all proposed revisions, amendments and deletions of the outlined Board Policies.

13. MISCELLANEOUS

A. Election of Board Officers

- Yap Regent Geraldine Mitagyow is now the Secretary/Treasurer
- Pohnpei State Regent Suzanne L. Gallen remains the Board Chair
- Chuuk State Regent Jeffrey Arnold remains the Board Vice-Chair

14. **NEXT MEETING:** The next Board meeting is tentatively set for **March 2024**. The venue is not yet confirmed, but it might be in Pohnpei State again contingent on the availability of funds.

15. ACTION ITEMS:

- I. The Board passed the amendments of the Terms of References proposed by the sub-committee for the Chuuk State Campus Land Site
- II. The Board approved the new resolution to roll over the College's CDCs
- III. The Board approved a Request for Proposal (RFP) for new investment advisors.