

# Board of Regents

## AGENDA

April 15-19, 2024

10:00 AM, Kosrae and Pohnpei Time | 9:00 AM, Chuuk and Yap Time

Zoom Link

<https://comfsm.zoom.us/j/3061339702?pwd=dnM3UmJKWW83V0JFdjhCNDNMbmVsUT09&omn=96166806719>

Meeting ID: 306 133 9702 | Passcode: 133187

1. Call to Order: meeting convened at 10:45am
2. Opening Prayer: A/g Dean George Tilfas
3. Reading of the [Mission Statement](#)
4. Roll Call; Declaration of Quorum: Quorum is met.
5. Review of Agenda: Chair moved to re-arrange the agenda to accommodate RJ; and V-Chair moved to include the updated report from Regent Arnold with regards to the Chuuk Campus land issue (and continued search for a new plot to relocated the said campus). Another slight change to the agenda to also include Yap Land sub-committee's report to be presented by Yap & FMI campuses dean. Motion to adopt the amended agenda. Seconded. **CARRIED.**
6. Approval of Minutes – Motion to approve the minutes. Seconded. **CARRIED.**
  - a. December 11-14, 2023, Meeting\*\*
7. Communications
  - a. February 7, 2024: Courtesy Call by Professor Masaaki Matsushima of the Reitaku University, Japan
  - b. February 8, 2024: Courtesy Call by H.E. Dr. Brian Jones, British non-resident High Commissioner to Kiribati and Tuvalu, and non-resident British Ambassador to the Republic of Marshall Islands and the Federated States of Micronesia
  - c. February 12, 2024: Courtesy Call by H.E. Shambhu S. Kumaran, Ambassador of India to the Philippines, Republic of Palau, and the Federated States of Micronesia
  - d. February 21, 2024: Site visit to the National Campus and the Career & Technical Education Center (CTEC) by the Office of Insular Affairs, U.S. Department of Interiors
  - e. February 22, 2024: Courtesy Call by H.E. Pereric Högberg, Ambassador of the Kingdom of Sweden to Japan, and Ambassador Extraordinary and Plenipotentiary to the Federated States of Micronesia.
  - f. April 4, 2024: Courtesy Call by H.E. Nobuo Kagomiya, Ambassador of Japan to the Federated States of Micronesia.
8. Regents' Reports
  - i. **Chair Gallen**: Compact was recently approved. The NG is in the process of updating the infrastructure development plan for the nation. There are attempts to update the SP including the sectoral summits that are happening across the nation. Pohnpei will be hosting a health summit next month; and other summits happening thereafter feeding into to development plan. V-Chair of the Education Committee is one of the senators from Chuuk (Sen. Julio Marar?) Starlink is

approved and licensed to provide wifi in the FSM. Joint Leadership meeting in March (PNI state) to address what kind of supplemental budget the state needs from the COFA III. A group of people were identified to review all JEMCO passed resolutions – retained, amended and/or removed under the books of what is being allowed under Compact funds. This work is supposed to be done within 4 months after the signing of the Compact.

Thanked the President, SLT and College employees for putting together the celebration for Founding Day.

Minor FYI: MicroGames in the RMI in June and (highlight the people in the College who will be representing at the MGs).

- ii. **V-Chair Arnold:** Referred to his shared report (saved in Google Drive). Nantaku road to the College plot may be included in the road project.
- iii. **Regent-Dr. Waguk:** With the amended Compact Kosrae just submitted its 2024-25 budget. Two members of Congress have recently sworn in. More attendance by the high school students and State senators at the College Fair. Regent Dr-Waguk continued reporting on the following:
  - 45% salary increase for 3<sup>rd</sup> and 4<sup>th</sup> quarter FY 2024
  - IOM Disaster Training: some occurrences of shoreline erosions due to high surfs from the El Nino
  - \$20 million pledged by the President which will go to connecting Walung section in the circumferential road
  - College Fair/Kosrae High School Senior Class
  - Testing season for Kosrae schools: State and National tests for all schools including private school Piloting 3 of local exit tests
  - Looking at graduations in the last week of May to 1<sup>st</sup> week of June.
- iv. **Regent Mitagyow:**
  - Yap Land Lease – still nothing new to report. The last communication with the former Chair of the Land Lease committee two months ago noted that the committee still had not met. Then to complicate things further, the Chair, who is the Director of R&D has resigned, with no replacement approved yet.
  - Four (4) of the governor’s cabinet members have resigned since the beginning of this year, the last one being the Director of Health Services, who just resigned last week. We’ll follow up with the land lease issue whenever a new Director for this department is nominated and approved.
  - Yap is experiencing a severe drought for the last several months, and most likely will continue into June. The governor declared a state of emergency for Yap in order to facilitate getting aid and supplies to the outer islands because they are suffering the most from the drought. The northern water system in Yap has started rational their water supply. The central and Southern water systems are still on the regular schedule but are warning the public to be diligent about water conservation measures.

- The US Air Force in its most recent fiscal 2025 Budget request asked for \$400 million investment for facilities and extension of the Yap runway in both directions, beginning with an initial investment of \$96 million in 2025.
- The US Army were on island for recruitment and conducted the ASVAB tests this past Friday and Saturday. Recruiters were on island prior to the test dates helping with the test preparations. It seems that they are trying to smooth the process in order to get as many people as they can.
- Legislature approved a salary increase for government employees in June last year to be implemented within 1 year. Increase is slated to be effective June 15 this year for employees earning less than \$3.24 dollars per hour. Starting salary will be bumped up to \$3.24.

## 9. President's Report

### a. President:

- IEMP (Integrated Education Master Plan): Ensure that there is continuity between presidents and administrators. Whoever sits in the OTP serves the same community – students, people and government. Revision includes the inclusion of the CRE department. Must have assessment and program review. Second plan is the SP. Emphasis on “Innovation, Resilience and Access”. The OTP thanks the VPs for the leadership in the short time they worked together to compile and create the draft SP.
  - IAEA (ED Emanuel Mori): draft AIP introduced by A/g ED Arpona.
  - HR (Dir. Rencelly Nelson): update on the PeopleAdmin training. There needs to be more training sessions. Charts provided by the HRO included recruitment by citizenship, gender, campus, etc., which gives a clear idea of the movement of employees – potential and exiting.
- The President also introduced the draft website that will eventually replace the existing one. She stressed the importance to inform visitors of what the College values, as well as the importance of belonging to a Large Ocean State – which high lights the value of our islands/nation rather than “diminish” us as so often portrayed on the world maps. The President introduced links that were not always included or visible, which should be to serve as reminders and information for both the College and visitors. Direct link the SP closing the circle with “what do we want to achieve and who is responsible to achieving this task?” Further stressed the importance of each VPs AIPs to answer the questions above.

Suggestion by the Chair: Please maintain the other one because people are still accessing it.

### b. Vice President for Administrative Services

#### Facilities and Maintenance by Director Francisco Mendiola

- Multi-purpose building. Delay on the roofing. Anticipate its opening in July 2024. NC Student Center is still in progress but looking to be

completed on time. The Teaching Clinic is also in progress – as of last week, it is ready for the completion of the 1<sup>st</sup> floor roofing. It is also looking to be completed on time.

- The maintenance personnel also traveled to Kosrae to install the generator and the power panel. Unfortunately, KUA has not been readily available for the maintenance personnel to hook up the generator to the building(s). Director Mendiola solicited the assistance of KSA Dean with the KUA issue. The generator has the capacity to include the library. According to the VPAS, the College is funding the lines that will link the building to the generator.
- Installation of water tanks, gutters and access road were completed at the Yap Campus.
- 15-year Master Plan priorities. Refer to Director Mendiola's presentation (sheets within the AS report).
- 2025: CTEC Admin Building will be relocated. IAEA will be in the same building. Construction/major activities at the low campus will be on pause due to UXOs.
  - This was outlined under the assumption that the Compact was going to allocate \$4million for infrastructure.
  - COMFSM will be eligible for \$2.8million from the Compact under Infrastructure.
  - PMU might ask KSA to allocate some of its leftover Infrastructure funds (\$3million) to fund the College developments.
  - Annual amount of \$400,000 infrastructure maintenance (split with NG TC&I).
  - 8% of \$140million is what is allocated to the College.

Suggestion by the V-Chair: Ensure the availability of written delineation from the FSM TC&I and FSM Finance of what is allocated to the College through the new Compact.

Question by the Chair: *The new buildings for the Chuuk Campus- are they for the new campus?*

Director Mendiola answered – the designs are for wherever the new site will be.

*What would be your idea or how do you feel about those two new options about Land Grant?* Perhaps with the new relocation of the CTEC Admin building, Land Grant offices can also be included in the pending (new) building.

ii. Financial Status presented by the Comptroller Roselle Togonon

Additional investment is \$3.94million.

- Greatest contributor is the National Government (\$2million+)

No additional investment in the Cash Reserves.

33% Gain from the Endowment Fund.

Entire Funding has a 35% Gain.

Question by the V-Chair: *What would be the gain between investing in*

Audit Report: The College's biggest revenues, the Federal grants and contracts and the Government grants are put under the non-operating revenues. With this new current format, the College will see significant losses. More than 50%.

Ongoing projects: to increase the College's revenues

- digital timekeeping (IT Consultant will test it here (in Chuuk));

- transition to digital textbooks

Challenges:

- incomplete 2022 audit
- FSM Government Funding (no additional funding yet for the College yet from the COFA III.)

Suggestions by the Chair:

To have a meeting with the Comptroller and Regent Geri after the completion of the 2022 audit.

The Chair stated that there might be some changes to the personnel audit to accommodate and do away some of the wastages at the College. She asked for the President's feedback. The President resonated some of the Comptroller's concerns regarding the decrease in the funds to allow for some of the SLT's plans i.e., salary increase, etc.

The Chair further encouraged the individual departments to apply for available grants that the College is eligible for. If we are not listed as eligible grantees for some of these grants, reach out to the grant providers anyway, because it is not always defined or outlined in the announcements.

iii. Investment Report by Raymond James: Daniel Roland represented RJ

Notes: Hyperlink his report to the minutes.

Questions by the Chair: *What are the alternatives to this scenario? Maintaining status quo or finding something more satisfactory to the College?*

Answer by Dan: There really is no magic number, unless you really want to roll the dice and take a gamble. Be more aggressive as in from moving to safer assets to riskier assets. "Assets are never at risk should you go bankrupt." The only investment that is ever at risk is the "cash".

c. Vice President for Cooperative Research and Extension

CFE is now under CRE. Alignment of these two programs because sometimes services provided are duplicated. The department now has CES, AES, EFNEP and CFE.

Cooperative Extension Services (CES): Sustainable Agriculture and Food Security Crop Production and Swine Production (only available in Pohnpei and Yap due to the in/availability of staff).

Sustainable Aquaculture Development

Chuuk Campus now has two seawater tanks for student learning (aquarium). Depending on what courses are available. Duplication of the program will be offered in Kosrae soon.

Climate Change Adaptation: Only available in the states where staff is available.

Youth and Families: It is the biggest program because it involves youth. Sewing of uniforms in Kosrae (household teaching) to save money for the families whose children attend schools requiring uniforms.

Food and Waterborne Illnesses: 250 gallons of water to the Kosrae community to assist with the water contamination.

Childhood Obesity: Tied in with the Biggest Loser Challenge going on at the College.

Summary:

Reach almost 4,000 participants in the CRE programs.

Additional programs: Initiating Backyard Poultry Farming (Yap being the most difficult due to the decreased number of flights in and out of the state).

Agriculture Experiment Station: With the help of Dr. Muru, CRE is still find varieties of seeds to create our own produce.

EFNEP: Target 1000 adults and 2000 youth across Micronesia (incl. RMI & Palau).

CFE: Mostly in hydroponics

- d. Vice President for Enrollment Management and Student Services
  - i. Spring 2024 Enrollment Data in Headcount and Credit
    - Ups and downs; a fluctuating enrollment with more increases than decreases National Campus leading in maintaining the highest enrollment
    - It significantly dropped during the pandemic, but the state enrollments rose because the movement of student paused.
    - It went up in 2021-22 despite the aftermath of the pandemic.
    - Went down to 3% decrease in 2022-23
    - 2022-23 Slightly steady decline at the CTEC campus (-10%)
    - 2022-23 Slightly steady decline at the Chuuk Campus (-16%)
    - 2022-23 Slightly steady decline at the Kosrae Campus (-17%)
    - Slight decline but like the other campuses, it is not an irregular decrease (-21%)
  - 187 candidates for the Spring graduation. 13% of the overall count of enrolled students. 800+ students are in good academic standing.
  - ii. Federal Student Aid, SEG Financial Assistance, etc.
    - As of March 31<sup>st</sup>, the total disbursement of Pell Grant is \$106.8million.
    - VPEMSS also informed the Board of a great challenge for the students. Most of them are unable to apply for their Pell Grant because applying for financial aid has now been moved to online and no longer a paper application process. EMSS is seeking the assistance of IT Consultant and VPIEQA to alter the application and make it fillable so it is easier for the students when they apply for Pell Grant.
  - iii. COMET 2024
    - 1,332 students took the COMET. 85% of seniors were placed into College programs.
  - iv. On & Off Campus events
- e. Vice President for Instructional Affairs (presented by the IA Team on 16 April)

Ensure Quality Instructions: engage socially but at the same time but informally discuss things that pertain to continuous improvement. First faculty social get-together (Share-a-Dish) was done at the NC which was a great success. Gave the faculty an opportunity to discuss ways to improve. Later in February, a faculty at CTEC attended an International Wireless Expo (Dr. Nelchor) and took a test, where he achieved a perfect score (75/75). Expo will contribute to his tool-kit for his courses. IA received 3 vans (thank you to the assistance of AS) which have really contributed to the deliveries of internships and field trips-more efficiency and organization. IA utilized the use of the Google calendar to notify IA divisions that the vans are reserved, etc. 26 March the first training took place assisting the faculty transition from print materials to e-materials. This will help cut costs dramatically.

IA Staff & Faculty:

Ensure Support for Teaching & Learning: Support from the LRC.

Faculty & Staff Development: Workshops & Development Days. Campus-wide faculty development day – 26 March 2024. Updated AMS Faculty Training moving away from TracDat to Nuventive. Each campus focused on their specific areas based on their specific needs. VPIA

happily reported the gain of new F&S to the department hiring a total of 6 instructors. IA highlighted the work of NC IC Felix, Jr. and Dr. Joy Guarin (A/g IC at the Yap campus).

Program Promotions: Spreading awareness to future enrollees. Placement and Pathway Program (P3). Continue to use the COMET but not as an entrance test, but a tool to help place incoming students in courses and programs. 2-phase programs: focus on the students who were not placed in the programs (non-admit). Placed in intensive English and Math courses for 5 weeks. Students will be given more assistance and will be monitored to ensure they are successful and eventually placed in degree programs. This program will begin in June 2024. “No Micronesian Students Left Behind”.

Questions by V-Chair Arnold: *Why are we doing this?* I would like to understand this concept of “No Micronesian Left Behind” concept, please. *Do we have deadline in assessing our efforts?* Enhance brochures and promotional kits working with IEQA to revamp these documents, thus sending out promotion teams to high schools.

Additional question by the President leading up to an answer to the questions posed: *What happens to those students who do not place when they do not place the COMET?* Refers to the Mission Statement – the College’s pledge to the FSM; it is the College’s responsibility to provide the success of every single one who took the opportunity to take the test. It is the SLT’s responsibility to ensure that we are serving the mission of the College.

VPAS chimed in saying that these placement tests are not new. CCM (now COMFSM) started placing students as far back as 1975 to ensure that FSM students are successful in their post-secondary education.

VPEMSS also assisted by saying that there are lower ESL courses to hold up this same concept. VPIA informed the Board that CTEC has been doing something along the lines for 4 years. It has been revamped and enhanced creating tracks – academic and skills-based tracks. Collaboration with CRE to help double non-admits – for students who do not pass the COMET.

Question by Chair: *Is this going to cost extra?*

Answer by VPIA: We’re looking at instructors, tutors and materials for the students. We propose the College to provide calculators; to provide lunch and transportation. The figure put together is \$19,000 for the 5 weeks. Deans are tasked to solicit support from their respective states.

Pohnpei is ready to provide that support (paid for the last 4 sessions). There is already an existing MOU between COMFSM CTEC and the State. An additional 20% is put on top of the figure in the case previous non-admits sign up for the program.

Chair informed the IA that WB provided \$125,000 to every DOE and it has not been expended. *Can this be used for this type of program?* IA will look into the possibility of exploiting this opportunity.

V-Chair: *Is this plan going to be available for the other islands not just Pohnpei?*

VPIA informed the Board that it is a “pathway” program, hence it will be provided to where it is most needed.

Regent Waguk stated his willingness to support the program because there have been instances where high school students (Kosrae) graduate without being admitted to any college. This is encouraging news for these students who think that they do not have a chance in making it after their graduations.

*How do we educate the students about our certificate programs?* The feedback given are very helpful to improving programs and approaches to teaching by the IA department. Who knows, this pilot might be the start of changing this mentality of stigmatizing other areas.

Challenges:

Onboarding Faculty on e-books

Inconsistent feedback from the faculty committee

Still outstanding vacancies

Multiple roles to an individual due to limited staff

Internet connectivity

Recommendations: rely and collaborate with other departments to address the areas that are lacking/lagging.

**Dean Lou of Yap and FSM-FMI Campuses:** Numerous activities at both campuses since January 2024. RAC Training. CTEC's faculty (Bert) provided the training in Yap. Both campus' maintenance is able to carry out AC preventative maintenance. Both campuses celebrated FD on 2 March; 26 March the faculty had professional development day in the morning, then each campus held their own training in the afternoon. The YC had an iPad training session to help them in delivering instructions in the classroom. Authentic assessment training and team building activities. Campus-wide development day on 27 March where speaker from each department (government) spoke and presented on important materials i.e., El Nino, invasive species, etc. Micronesia Red Cross also conducted CPR training at both campuses; both campuses made recruitment visits in Yap, except Ulithi and Woleai. Last Friday, the Yap Campus held a Career Fair, as well as the FSM-FMI campus. 300+ students came through because organizations and departments were asked to promote the College through their programs. This week Thursday, FSM-FMI will have their exhibit day. 6 instructors went to Japan for a 6-week training (sponsored by JICA). Dean Lou spent the last week with them in Fuji, a prefect known for its maritime programs. The team did some cooking (with fish) while there. Dean Lou thanked the IA for assisting with the approval of the Class 4 Master & Marine Engineering Program. FSM-FMI also conducted recruitment all across the federation. The recruiter leaves today to Yap.

Kaimaki and Daishin recruitment for training has gone from 10 slots to 6 slots. The highest number of slots are now given to PNG.

Dean Lou thanked VPIEQA for increasing the internet connectivity from 5 megs to 100 megs.

Chair thanked Dean Lou for informing them on the lowered number of trainees from the FSM.

This may be brought up with NORMA to find out why this is happening.

The President expressed the need to install an Associate Dean position in Yap to assist Dean Lou with the operations at both campuses. The decision needs to be made in the best interest of the College. The Board is happy to see Dean Lou running the FSM-FMI campus like she used to years back.

**A/g Dean Genevy of Chuuk Campus:** report starts from 11 March. 4-8 March, VPs Delihna and Jennifer, along with Fiji Phillip, undertook official travel for the Assessment Management System (AMS) training. A training that the Chuuk Campus needed badly, especially the instructors. As part of the visit, they also visited the Nantaku (Pou) land site. Part of the visit also entailed meeting with the Director of Health Services to see where the College could be of assistance. A plus to the campus is the upgrade of the internet connectivity from 100 megs to 200 megs. 26 March – Faculty Workshop included system wide online training and OAR and FAO presentations.

Upcoming activities on campus

17 April: Health Fair

24 April: College Fair

15-19 April: First Board Meeting held on the Chuuk Campus

**Dean Phyllis of CTEC Campus:**

TSP Spelling Contest – joined Guam Contest

Spirit Week – Team Building Services



Founding Day – CTEC 2<sup>nd</sup> Track & Field, 1<sup>st</sup> Women’s Volleyball, 2<sup>nd</sup> Men’s Volleyball

Mid-term Games – stress reliever for students and staff

Blue Plate Café is now open to the public

Program Awareness – in FSM general languages

Students/Staff presented programs in Women’s Conference

Law Enforcement Program Prep with Director Carl – short training modules to encourage increase in enrollment and prepping graduates for the workforce. Outreach programs at the high schools.

Proposal for Students’ snacks and lunch –

Continuous improvement: we found that there were a lot of miscommunications under job roles due to short-staff. Cross-duties, especially during the pandemic. Communication Workshop “Coming Together with Once Voice”. Thanked VPIA for the new van.

Highlighted faculty members who are off-island for professional development i.e., Gardner Edgar (fibreoptic) Dr. Permitez (Electronics certification) and Dr. Daniel (resilient pacific islands leaders fellowship). This will help them improve their courses.

Fire Drill Preparedness by the Pohnpei Dept. of Public Safety will be conducted when CTEC receives all its fire extinguishers. If not soon, then this Summer.

MCT is sponsoring 20 women and SPC is sponsoring both genders for the electrical wiring, solar power and entrepreneurship. 40 trainees altogether.

Challenges:

- Vacancies
- New buildings; renovations
- Improving services not provided to students
- Transportation: need 1 more van and 1 flatbed
- Upgrade equipment in most program shops at CTEC in order to be competitive.

Regent-Dr. Waguk is asking for more clarification on CTEC’s need for upgraded equipment. Dean Phyllis answered that CTEC tried to procure upgraded equipment through the CARES ACT, but due to the change of personnel, this request probably fell through the cracks. Regent Arnold added that this might be a departmental issue and may lie with certain VPs.

Chair emphasized the need to supplement and complement resources that are limited. Make sure that the equipment that is procured is in direct link with the program that is offered. *Is there some funding somewhere beside FSA?*

Car Dependency Study was sponsored by the FSM TC&I. A lot of things that organizations are rolling out with the idea in their mind that they are helping with capacity building. It may be worth a try for CTEC to look into. Chair also recommended finding other entities that could assist with emergency procedures like the UXOs. Palau ran into a similar situation and they reached out to the Australian Government (via AUSEMB) for their assistance and it was received and mitigated right away.

*Are there plans for the contingency funds or is all the money going to be used up?*

A/g Dean Tilfas of Kosrae Campus:

There are several improvement projects. Some are complete and some are ongoing. Calling on the President and the Comptroller to approve \$20,000 for these ongoing projects – as mentioned by Dir. Mendiola yesterday. Thanked the SLT and the Board for sending the team to Kosrae to assist with the improvements/development. A/g Dean also informed the Board that the campus is looking into creating a new parking lot near the generator. The campus is involving the students in covering one of the buildings in a mural project. The Kosrae State Government is allocating \$50K to the campus for the fencing project. A/g Dean says that it is not enough, hence will meet with respective representatives from the FSM Government to subsidize this entire

project (gate the entire campus). There is also a new security office that is looking to be completed next month.

Question by V-Chair: Is there a reason why the Kosrae title is still “acting?”

VPIA answered that the dean went on sick leave and unfortunately, as of last year, passed away. The position is currently open and the A/g Dean Tilfas is encouraged to apply, if he is interested. Regent-Dr. Waguk is asking if there are any documents showing the transfer of one of the KSA campus’ buildings to the College as this particular building once belonged to the KSA high school.

Chair asked if there are procedural guidance where updates on the items are reported back to the Board to ensure that they are done and addressed.

**A/g Dean Tilfas from Kosrae Campus:**

- f. Vice President for Institutional Effectiveness and Quality Assurance: Refer to VPs report.

-----RECESS at 1705 until 16 April at 0900-----

Meeting opened with a prayer by VPAS Habuchmai. Official meeting started at 0909. The Board further made an arrangement to the agenda as the COMFSM Project priorities 2024-28 infrastructure plan needs to be approved by the Board and returned to the PMU tomorrow. Motion to adopt amending the agenda to accommodate this amendment. Seconded. Motion **CARRIED**.

10. Old Business

- a. PeopleAdmin - Participants in PeopleAdmin Training
- b. Sub-committee report – Chuuk Campus Potential Site  
Reported by the V-Chair. Updates to the report.

The representative from Chuuk, Dean Kanto, at the moment is on medical leave so he has not provided any new updates to the committee regarding the land.

1 new update: The passing of the resolution for the Governor to exercise imminent domain in order to resolve inaccessibility to the land in Pou, Mechitiu.

Ramp & Mida Law Firm was contracted to assist the College with finding new land plots have recommended a few possible locations i.e., the former MIZPAH High School in Mwaan near the Logan Memorial Church.

The general public have caught wind of the College looking for a plot to relocate and are approaching personnel on the ground. V-Chair emphasized that we are still in search mode, and are not ready to close it until the College is very sure. We need to ensure that we have the means to purchase before proceeding. There is also the realization that Weeno is not the only island where the College can establish branches. There are other islands within the lagoon, for example, Tonoas where CPUC and Vital are also establishing satellite offices.

VPAS added his input by saying that during the meeting with one of the Ramp & Mida lawyers contracted to assist the College, the land plot at the Andersen Field may prove problematic. The land at Mizpah may be more viable because of the church community there.

The Chair reminded everyone that the groundbreaking is still slated for December 2024.

- c. Yap Land sub-committee (Dean Lou to update in the absence of Regent Geri)
- d. List of backed up items from December 2023 meeting

- Personnel Audit: Reported by the President.
- Draft Performance Policy: still ongoing. Presentation in June 2024.
- Draft Flexible Learning Policy: ongoing.
- IPS Review: There is a policy, but it is the actual review that needs to be reviewed. The Comptroller to address it.
- SOPs for expediting the hiring process (a temporary procedure to expedite the hiring process): the SLT have addressed the issue and is gradually creating this procedure.
- Use of the contingency fund for the CTEC bldg.: ongoing work under Director Mendiola.
- Designation of Land for the new Land Grant office: According to VPCRE, it was agreed to have the new building remain at the current location. It will be taken up at the LG BOR meeting tomorrow (17 April).
- Possibility of getting a structural engineer to inspect all the facilities.: Board will give it back to the OTP for further discussion and report back to the Board in June 2024.
- Generator at the Kosrae Campus: Discussed today.
- E-books: Discussed today. Moving forward with e-books.
- SOPs for UXOs: Discussed today. To include training for the personnel at CTEC.
- Regional Board GLI in Saipan: Concluded in late February, early March. The President attended.
- RFP for the Law Firm: ongoing under the OTP.
- RFP for investment advisors:
- Internal auditor: For executive sessions

## 11. New Business

### a. Review of Enabling Law, Public Law 7-79

Does not require any action from the Board. But added because it is listed under the Board 2027 Master Calendar. This means that the Board complies with this law.

Possibly recommending a student regent? Will have to go back to Congress, if the Board has any recommendations. Regent-Dr. Waguk motioned for the Board to take some time to think about onboarding a Student Regent. The Board further asked for 3 possible presentations at the next meeting in June 2024. **CARRIED.**

### b. Review of Chapter 1 (Board of Regents) Policy\*\*

#### i. **Board Policy No. 1420-Report and Auditing Procedures (no amendments)**

No amendments.

#### ii. **Board Policy No. 1600 – Governance Structure**

VPCRE recommended to add to the Governance Structure another standing committee to solely focus on the CRE programs at the College (Chapter 9). To strengthen CRE's capacity to search for and manage external funds and grants all across the College. The standing committee will put together policies and procedures for the enhancement of this department.

**PASSED.**

- c. Review of **Chapter 5 (Fiscal Affairs) Policy\*\***
- i. **Board Policy No. 5330-Payroll Policy**
  - ii. **Board Policy No. 5106 (5012) – Petty Cash Policy** – removing CTEC’s petty cash since they now have an Imprest Funds account.
  - iii. **Board Policy No. 5331 (5013) - Attendance and Leave Monitoring**  
The changes are numbering; the payroll day change and the timesheets.  
**PASSED.**
- d. Review of Chapter 6 (Human Resources) Policy\*\*
- i. **Board Policy No. 6028-Extended Employment Benefits (Housing)**  
VPCRE presented the changes to the Extended Benefits policy under Housing – to increase rental assistance for the College’s employees to encourage retention. The SLT felt that it needs to be itemized and detailed, to be aligned with the NG regulations, based on the # of dependents.
    - A household of 1 dependent - \$750
    - A household of 2 dependents - \$950
    - A household of 3 or more dependents- \$1,100

In full transparency, as a landlord to an employee of the College, the Chair withdrew herself from voting on this policy. Three (3) members of the Board voted yes depending on the availability of funds. Amendments are approved. **PASSED.**

12. Next Meeting (#12 now): 1<sup>st</sup> week of July in Kosrae State (leave 1 July, come back on the 6 July).  
13. Adjournment at 5:39pm

**\*\*Action Items**

1. The OTP and the Comptroller to look into an RFP for a new Investment Advisor.
2. The Comptroller with the aid of the OTP to update the IPS.
3. The OTP to look into the possibility of hiring an Internal Auditor at the College. A resolution drafted by the President needs to be shared with the Board prior to finalizing this pending position. It should read “The Board approved the creation of a position titled Internal Auditor...”  
- The independent and internal auditor’s main responsibilities are the Business Office, the Bookstore, the Dining Hall and the IT.
4. The Board approved the decentralization of the Chuuk Campus. The President to draft another resolution saying “The Board affirms this decision to search for an alternative site and search for other sites outside of Weno.”