

**College of Micronesia-FSM  
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<b>Committee or Working Group:</b>	<b>Finance Committee</b>
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<b>Date:</b> July 14, 2010	<b>Time:</b> 2:00 pm to 4:00pm	<b>Location:</b> Board Conference Room
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Members (22)	Present – 10 (45%)	Absent - 9	Remarks
Chairman: Comptroller, Danny Dumantay	X		
Vice – Chair: VPSS, Ringlen Ringlen	X		
Secretary: State Campus Accountant, Doman Daoas	X		
VPA, Joe Habuchmai		A	
VPIA, Jean Thoulag	X		Rep by Karen
VPCRE, Jim Currie	X		Rep by Jackson
Pohnpei Campus Director, Penny Weilbacher	X		Rep by Maria
Chuuk Campus Director, Jojo Peter		A	
Kosrae Campus Director, Kalwin Kephas		A	
Yap Campus Director, Lourdes Roboman		A	
FSM – FMI Director, Matthias Ewarmai		A	
IRPO Director, Jimmy Hicks	X		
HRO Director, Rencelly Nelson	X		Rep by Salpasr
IT Director, Gordon Segal	X		
FAO Director, Eddie Haleyalig	X		
Business Office Manager, Pelma Palik		A	
Faculty Rep – National, Ray Vergin		A	
Faculty Rep – State Campus, Debra Perman		A	
Business Division Rep, Rafael Pulmano		A	
Student Rep, Kimberley Aracelli		Unfilled	
Student Rep, Lean Kadangged		Unfilled	
Student Rep, Trisha Johnson		Unfilled	

<b>Additional Attendees:</b>	
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<b>1.</b>	<p><b>Roll call and declaration of quorum</b></p> <p>The chairman welcomed all attendees and called the regular meeting to order at 2:15pm on July 14, 2010, at the Board Conference Room.</p> <p>Ten (10) members were present, nine members (9) were absent and three (3) students representatives are not filled – up..</p>
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With less than 50% but more than 25% members present, the meeting proceeded but noted that the body could not adopt a motion. Any action item will be transmitted for electronic voting by all members.

## **2. Fund balance requests:**

- \$22,120 – from Pohnpei campus for unpaid overload from prior semesters

The Academic Director, Instructional Coordinator of Pohnpei campus and the chair provided clarifications on the validity and propriety of the claim as an obligation of the college. The claim represents unpaid overload to the faculty from prior semesters. It was also noted that the college has already settled and paid similar claim to one faculty.

Salpasr suggested for the Personnel committee to review the details of the calculation. The IC from Pohnpei campus advised that the matter was already discussed and reviewed by HRO Director. The Chair advised that if Finance committee will endorse the funding for the obligation, the obligation will be transmitted to HRO for the final review on the accuracy of the calculation of the amount of obligation before payment will be processed.

Ringlen moved and Eddie seconded to provide funding of \$22,120 from the fund balance to pay the obligation of the college to the faculty. The motion will be transmitted to members for electronic voting.

- \$10,000 – from Office of the President to fund legal fees

The Chair presented the memorandum from the President and explained that the budget for legal fees was previously under the board's budget. However, with the reduction of the board's budget, the board instructed the administration to solicit funding for legal fees within the college. Chairman moved and Ringlen seconded to provide \$10,000 funding for legal fees from fund balance. The motion will be transmitted to members for electronic voting.

- \$ 7,500 – from Office of the President to supplement supplies budget

The Chair presented the justifications as provided in the memorandum from the President. After discussions, the Chairman moved and Ringlen seconded to provide supplemental budget of \$7,500 to fund the needed supplies of the Office of the President particularly during board meetings. The motion will be transmitted to members for electronic voting.

- \$50,000 – from HRO for supplemental budget for recruitment and repatriation

Salpasr stated that \$90,000 was budgeted for this year. The remaining budget of \$52,400 will not be sufficient for the expected hiring of 20 new positions. The projected recruitment expense is about \$100,000 thus \$50,000 supplemental budget is solicited from fund balance to fill – up about 20 vacant positions. The chair noted that actual recruitment expense will be dependent on the actual costs per employee in accordance with the extended benefit policy of the college.

Salpasr moved and Eddie seconded to provide supplemental budget of \$50,000 from fund balance. The motion will be transmitted to members for electronic voting.

### **3. Update on the development of Fiscal Policies**

The chair provided an update on this item. It was noted that the motion to adopt the plan of action presented by the chair in organizing and updating Fiscal Policies was approved by the President. However, the motion to hire someone in special contract to help in the completion of the task was disapproved by the President.

### **4. Other Agenda Items**

- **Micare proposal on health insurance for COM – FSM students**

Ringlen provided information on the Micare proposal for the health insurance of the college's students. Micare proposes health insurance coverage of \$150 per semester. Ringlen suggested to Micare the possibility of extending premium discount. Micare advised that they will check the matter with the Micare board.

The Chair advised that one of the items in the proposal is the manner in which Micare would like to handle the collection of premium. Micare would like to have the college be responsible in paying the premium of all students to Micare, and the college to collect from students. The Chair suggested to Ringlen to check with Micare if it is possible that Micare will handle the collection directly from students.

It was agreed that student services will discuss the proposal with students and secure students' reaction and decision on the proposal. The VPSS advised that he will discuss this with students.

- **Budget and Expenditure report for all offices per month**

Jimmy Hicks requested that a summary of budget and expenditure report for all offices will be provided to finance committee on a monthly basis. The Chairman acknowledged the request and advised that a monthly summary of budget and expenditures report will be presented to finance committee on top of the budget and expenditure reports that are transmitted to all offices on a monthly basis.

Eddie moved and Ringlen seconded that the meeting be adjourned at 3:15 pm.

### **Next FC Regular Meeting:**

To be advised in consideration of the President retreat.

### **Handouts/Documents for the Meeting:**

1. Memorandum from the President dated July 08.
2. Memorandum from HRO Director to the President dated July 06.
3. Worksheet for C. Recana's course load.

**Motion Adopted by Finance Committee**

<b>Item</b>	<b>FC Vote/ Remarks</b>	<b>President Approval/ Disapproval</b>

<b>Prepared by:</b>	<b>Date Distributed:</b>
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<b>Adoption of Minutes by FC &amp; Responses:</b>
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