

**College of Micronesia – FSM  
Committee (Working Group) Minutes Reporting Form**

<b>Committee or Working Group:</b>	Senior Leadership Team (SLT)
------------------------------------	------------------------------

<b>Date:</b> November 25 <sup>th</sup> , 2024	<b>Time:</b> 3:00 -5:00pm	<b>Location:</b> Pres Conf. Rm.
---	---------------------------	---------------------------------

<b>Members Present:</b>	<b>Members Absent:</b>
President VPIA/A/g President VPEMSS VPCRE/A/g VPAS The Comptroller	VPIEQA

<b>Additional Attendees:</b>	ES II Senniesha, EO Lisa, ES Sinobu, IT Consultant Dhiraj
------------------------------	---

<b>Agenda/Major Topics of Discussion:</b>  1. Welcome by Acting President Delihna Ehmes 2. Prayer by Comptroller
---

Discussion of Agenda/Information Sharing:  1. Updates 2. Review and Approval of FY26 budget 3. Discussions for FY25  Miscellaneous Adjournment
---

## Updates:

- N/A

## FY 2026 Budget Discussion

- The meeting focused primarily on balancing the FY 2026 budget and the need for transparency in budget allocation.

### Motions/Decisions:

- The team agreed to prioritize the budget discussion for this meeting; other agenda items will be addressed in subsequent meetings.
- **Action:** VP Delihna to amend the agenda to prioritize budget discussions.

## Addressing Budget Challenges

- **VP Steven** highlighted the challenge of balancing the budget, especially with the Instructional Affairs budget over by \$300,000.

### Proposals:

- **VP Delihna** suggested shelving vacant positions (except SLT-approved ones).
- **Dr. Theresa** recommended shelving positions like Chief of Staff, which are not essential.
- **VP Joey** emphasized the need for transparency and suggested involving all VPs in the discussions.

### Action:

- **VP Steven** proposed a follow-up meeting to discuss budget cuts.
- **VP Joey** agreed to meet one-on-one with each campus to review budgets.

## Campus Budget Concerns

- **VP Joey** expressed concerns over the allocation for security and safety and suggested revisiting vacant positions and using special contracts if necessary.
- **VP Steven** noted a projected \$1M cut in both FY 2025 and FY 2026 budgets.

**Action:**

- **VP Delihna** to verify the list of vacant faculty positions.
- **VP Steven** to schedule one-on-one meetings with campus teams to resolve budget concerns.
- **VP Joey** and Steven to meet individually with campuses.

**Faculty Positions and Course Load Adjustments**

- Discussion on managing faculty workloads and reassigning faculty to meet budget constraints while maintaining quality.
- Proposals included:
  - Reassigning faculty to teach courses outside their specialization (e.g., Chemistry, Marine Science).
  - Reaching out to high school teachers with master's degrees to teach grades 11 and 12.
  - Implementing blended or hybrid teaching methods via the learning management system.

**Action:**

- **VP Delihna** to explore alternative teaching methods and faculty reassignment options.

**Budget Management and Prioritization**

- **Agreement** to use "prioritizing" instead of "cutting" to maintain morale.
- Discussion on reviewing vacant positions and considering reclassification or repurposing of roles.

**Motions/Decisions:**

- Team to look for additional revenue sources (e.g., grants) and reallocate funds from maintenance or travel.

**Action:**

- Team to work on these suggestions before the next meeting.

## Supplemental Budget Plans

- Discussion of presenting two budgets to the board: an operational budget and a supplemental budget.
- The operational budget would be a streamlined version with prioritized areas, while the supplemental budget would address salary increases and additional costs.

### Motions/Decisions:

- **Action: Comptroller** to prepare one consolidated budget based on projected revenue for Board approval.
- **Action: Comptroller** to prepare a supplemental budget request for May 2024 Congress session.

## Policy Discussions

- The team discussed the ongoing challenges with policy reviews and the need for faculty and student representation.

### Motions/Decisions:

- The review process has been delayed due to lack of engagement from committees.
- **Action: Acting VPAS** to follow up on facilities and maintenance policies not being reviewed by standing committees.
- **Action: VPIA** to follow up with faculty on the review of Board Policy 3260.

## Governance and Committee Reviews

- Discussion about the Staff Senate and the importance of faculty and student representation in the budget process.

### Motions/Decisions:

- **President** to call a face-to-face meeting to revive the Staff Senate.
- **SLT** to revisit governance structure and participatory governance process after the upcoming Board meeting.

## Upcoming Meetings and Actions

- Plans for upcoming meetings were finalized:

- **Executive Committee meeting** scheduled for Wednesday at 12 PM to discuss policies.
- **SLT** to meet immediately following the Executive Committee meeting on Wednesday.
- **Action: Senniesha** to request light refreshments from the President’s office for Wednesday meetings.
- **Action: VPs** to prepare reports and presentations for the upcoming Board meeting in Yap.
- **Action: Comptroller** to finalize budget incorporating the \$3.8 million request for salary increases.

Meeting Adjourned at 5:00pm

**Comments/Upcoming Meeting Date & Time/Etc.:**

**Handouts/Documents Referenced:**

**College Website Link:**

**Prepared by: ES II  
& EO**

**Date Distributed:**

**Approval of Minutes Process & Responses:**

**Submitted by:**

**Date Submitted:**

**Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:**

1.

<b>Action by President:</b>	<b>Item numbers:</b>	<b>Date:</b>	<b>Comments/Conditions:</b>
<b>Approved:</b>			
<b>Approved with conditions:</b>			
<b>Disapproved:</b>			