

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

<b>Committee or Working Group:</b>	Senior Leadership Team (SLT)
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<b>Date: January 21, 2026</b>	<b>Time: 10-12pm</b>	<b>Location: Pres Conf. Rm.</b>
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<b>Members Present:</b>	<b>Members Absent:</b>
President A/g VPIA VPIS A/g VPEMSS A/g VPIEQA	

<b>Additional Attendees:</b>	ES II Senniesha, EO Lisa, & Comptroller
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<b>Agenda/Major Topics of Discussion:</b>  1. Welcome by President Dr. Theresa 2. Prayer by A/g VPIA Phyllis
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<ul style="list-style-type: none"> <li>● Minutes from the previous SLT Meeting- defer the meeting minutes to the next SLT meeting</li>   <li>● REPORTS: Board of Regents Meeting reports' update           <ul style="list-style-type: none"> <li>● President</li> <li>● VPIS/CRE               <ul style="list-style-type: none"> <li>● COMPTROLLER:</li> <li>● A/g VPEMSS</li> <li>● A/g VPIA</li> <li>● A/g VPIEQA</li> </ul> </li> </ul> </li>   <li>● Old business           <ul style="list-style-type: none"> <li>a. CTE Director position</li> </ul> </li> <li>● New Business           <ul style="list-style-type: none"> <li>a. Putting "Students First at COMFSM": Issues at the Chuuk Campus (Pres)</li> <li>b. Issues concerning the Female &amp; Male Residence Halls (VPIS)</li> </ul> </li>   <li>● Miscellaneous           <ul style="list-style-type: none"> <li>a. Update on PeopleAdmin (A/g VPIEQA)</li> </ul> </li> </ul>
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## **Key Discussion Topics**

### **Student Fees, Debt, and Financial Aid**

- Reviewed \$5M in outstanding student debts and low dorm fees (~\$2.50/night), flagged for review. Proposed facilities/maintenance fee increase (for student input by April board meeting) and revised promissory notes requiring guarantors/payment schedules. Addressed FAFSA/PAPSA delays, cash flow issues, low reserves, and FY26 budget submission (\$16M request to FSM President). Plans include mandatory tutoring for suspended students, early high school advising, and debt breakdowns by constituency/state.

### **Sports, Facilities, and Student Life**

- Founding Day sports to start small (2-3 events; confirm \$100K allocation). Dorm/facility upgrades needed: beds/lockers, refrigerators/microwaves, restroom doors, infirmary AC/medical supplies, emergency lights, Wi-Fi inspections, suggestion boxes. Volleyball/recreational space shortages (explore off-campus/indoor options). Security camera privacy concerns (reposition outward; consult dorm management).

### **Curriculum, Credentials, and Enrollment**

- Progress on 21st-century curriculum, 2026-27 catalog, summer/fall schedules, certificate modifications/stackable credentials (telecom pilot by summer; no board approval needed). Address declining enrollment via space optimization, optional meal plans.

### **Grants, Compliance, and Reporting**

- Grant issues: Assign 2 Authorizing Official Points (AOPs) for liability (covers U.S., EU, World Bank). IPEDS report due April 1, 2026 (HR/Financial Aid/Business Office/Hawaii teams). FY23/24 audit findings corrective actions (target FY24 completion by June 30). Minority grant for internet; residential access recommendations.

### **HR, Budget, and Operations**

- Approved 10% salary adjustment for specific positions (e.g., Student Services Specialist II at FSM-FMI). New CTE office establishment and CTE Director reassignment (job descriptions to be revised). Overload/special contracts processing (via PISS with legal sign-off this week). People Admin updates, time clock training/system review (mid-February to early March). Alumni strengthening, laptop policies (post-pandemic shifts), appointment workshops.

### **Motions Approved**

- 10% salary adjustment for specific position (unanimous; addresses equity/retention).
- Establishment of new CTE office and reassignment of CTE Director (Senniesha to sign off and forward to President's Office; strengthens career-technical education).
- Filling vacant Content Creation position (SLT/HR to prioritize; supports marketing/communications).
- Filling vacant Account Clerk 3 position in bookstore (SLT/HR to prioritize; supports operations).

### **Decisions**

Approved: Fee increase policy to students for input; sports allocation review; stackable credentials pilot; all motions above.

Deferred: Full minutes approval; budget reprogramming pending reviews.

### **Action Items**

- **Student Services/Curriculum Committees:** Take facilities/maintenance fee increase to students for input (before April board meeting).
- **VP (Student Data):** Update application form for physical address/municipality (this semester).
- **Controller:** Match FY26 budget entries to FSM President submission; award prior-semester aid (good-standing students); add counseling to compact billing (ASAP/immediate).
- **All Deans/Office Heads:** Review expenditures; submit reprogramming requests to VP/Comptroller (ASAP).
- **Financial Aid/Admissions/Recruitment:** Collaborate with DOE/high schools on FAFSA for seniors (ongoing).
- **Relevant Depts (IT, Student Info, etc.):** Implement FY23/24 audit corrective actions (FY24 audit by June 30).
- **Senniesha:** Communicate state campuses on Founding Day sports (\$100K confirm); complete certificate mods/SLT approvals; 2026-27 catalog; schedules/contracts; reschedule Dr. Whitney meeting; technical report template (this week/April/Friday).
- **VP (Dorms)/Maintenance/IT:** Dorm upgrades (beds/lockers/fridges/microwaves/restrooms/infirmarary/lights/Wi-Fi/suggestion boxes); camera privacy review; volleyball space solutions (ASAP/ongoing).

- **SLT/HR** : Assign 2 AOPs for grants; fill Content Creation and Account Clerk 3 positions per motions; People Admin/time clock updates/training (mid-Feb/early March).
- **President/Comptroller/SLT**: Prep EBRC/FSM Congress presentations (student support/debts); await \$1M funding confirmation (March/May).
- **President/VPs**: Debt communications to legislatures; revised promissory notes (legal consult); tutoring/process map for failing students (before mid-semester).
- **VPIA/Deans**: Revise CTE job descriptions (ASAP).
- **Rencelly**: Workshop on appointments/policy (ASAP).
- **Dr. Marissa Crowder**: Workforce interviews during Feb visit (early February).
- **HR/Financial Aid/etc.**: Submit IPEDS report (April 1, 2026).

**Adjournment**

The meeting adjourned at 12:00 PM.

**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.

**Action by President:**

**Item numbers:**

**Date:**

**Comments/Conditions:**

**Approved:**

<b>Approved with conditions:</b>			
<b>Disapproved:</b>			