

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

Committee or Working Group: College-wide Budget Development/Fiscal Year 2022

Date: August 17, 2020 Time: 10:00 a.m. Location: BOR & ZOOM

Members Present: Members Absent:

▪ Interim President, Karen Simion	▪ VPIEQA Caroline Kocel	
▪ VPEMSS Joey Oducado	▪ Comptroller Roselle Togonon	
▪ VPAS Joe Habuchmai	▪ Sinobu Lebehn, Recorder	

State Campuses: CD Kind Kando/CC; CD Grilly Jack/CTEC, CD Nena Mike/KC, CD Lourdes Roboman/YC

Agenda/Major Topics of Discussion

Call Meeting to Order – VP Habuchmai called the meeting at 10:00am. This is a planning meeting of the leadership to brainstorm in terms of the enrollment projection as well as the revenue projection.

VP Oducado presented historical enrollment data in headcounts, registered credits, FTEs, and full-time vs part-time to inform revenue projections. SIS data was generated from Fall 2014 to Fall 2019, Spring 2015 to Spring 2020, Summer 2015 to Summer 2020. Data was summarized into 3 scenarios based on actual average credits as: 1) 6years average credits, 2) 5years average credits, and 3) 3years average credits and left for the group to determine the scenario whether to use average credits or projected credits.

Comptroller Togonon presented revenue projection with tabulated calculations based on VP Oducado’s data provided based on the headcounts, registered credits, FTEs, and PTs. Calculated into 3 scenarios below:
 6-year scenario = 11,173,080
 5year scenario = 11,008,561
 3year scenario = 10,894,650

The group went thru a lengthy discussion over the scenarios and on environmental scans and how the college is going to proceed in FY2022. Discussions also covered:

- ✓ Student out migration
- ✓ Decline in enrollment
- ✓ Number of students that are coming in from all the different schools
- ✓ Need to strengthen the academic advisement of programs, how we bring in our students, how we register our students, and how many credits they are going to get.
- ✓ Challenges the college is facing with Pohnpei high schools’ new schedules of only one day of class per week
- ✓ Campus deans’ updates on their respective high schools’ status at the state levels

Comptroller presented expenditure history on previous years’ percentile on cost items. FY2019 budget showed a 70% in personnel (9.5million). Expenditures for FY2020 were not considered because operations are effected by COVID19 pandemic. Interim President emphasized last year’s budget development discussion to use only the resources the college has and not to add more resources. She further stated that should the college continue to go online, there will be anticipated staffing changes and compensation changes. The college is now at the end of its 5-Year Plan and we should start looking at where the college is now and where the college is heading, start looking at what the college needs to do to work within its resources and still provide quality education. VP Habuchmai recommended the group to look at the footprint of how services are being delivered, because if the college goes the same path right now, somewhere down the road the college may not be able to deliver good standard of academic services. VP Habuchmai further stated that the college should start early and begin put hard decisions in place, and good outcome of it.

Chuuk Campus Dean Kando moved and VPIA Simion seconded to adopt the 6year Scenario at \$11,173,080 as the Revenue Projection for FY2022 budget development. Motion carried unanimously.

FY2022 allocation level for budget development will be based on individual office's actual FY2019 expenditures. The group voted and majority agreed to use actual expenditure of FY2019 as the allocation level for FY2022 budget. Comptroller will provide FY2019 actual expenditures to all vice presidents and campus deans for their budget preparations.

Information sharing:

FY2021 has yet to be appropriated, Congress sessions begins today, August 17, 2020. VP Habuchmai shared updates from the meeting with FSM President and his Cabinet regarding college supplement funding request for of \$1.5million for FY2020.

When inquired on the status of how the college will deliver classes in Spring 2021 and Summer 2021, Interim President Simion reported that the college has not yet get the permission from ACCJC to continue Spring 2021 online and this will be an issue for the college if we cannot bring the students on campus to do their degree course work. IP Simion is working on substantive changes to get the approval for the college to conduct distance learning.

Meeting adjourned at 12:15p.m.