

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

Committee		Recruitment, Admissions, and Retention		
Date: 10/12/11	Time: 1 – 2 pm	Location: BOR Conference Room		
		National Campus		
Members				
Title/Representative	Name	Present	Absent	Remarks
Chair – NTL F	Yen-ti Verg-in	X		
Vice Chair – NTL S	Ketiner Kenneth	X		
Secretary – NTL F	A.D. Ulm	X		
NTL F	Leilani Biza	X		
NTL F	Deva Senarathgoda	X		
NTL F	Lucia Donre Sam		X	Had to pick up kid
NTL F	Dr. Sven Muller	X		
NTL F	Marlene Mangonon	X		
NTL F	Ruci Yauvoli	<u>X</u>	X	
NTL S	Karleen M. Samuel	X		
CHK F	Richardson Chiwi			Attending not possible due to technical problems
PNI F (TT)	Xavier Yarofmal	X		
PNI F (TT)	Pablo Lamsis	X		
PNI F (TT)	Alan Alosima	X		
FMI S	Santus Sarongelfeg			Attending not possible due to technical problems
YAP – S	Cecilia Dibay			Attending not possible due to technical problems
KOS S	Dokowe George			Attending not possible due to technical problems
NTL S	Tetaake Yeeing		<u>X</u>	Off island
NTL S	Warren Ching	X		
PNI S	Yoneko Kanichy	X		
PNI	Joyce Roby	X		
PNI	Semens James		X	
PNI	Francisco Simram		X	
PNI	Edwin Sione	X		
PNI	MarlouGorospe	X		
FMI F	<u>Benjamin James</u>			Attending not possible due to technical problems
NTL - S	Joey Oducado		x	Off island (ex-officio member)

Major Agenda or Topic of Discussion

- 1) adjourn prior meetings
- 2) review COMET essay prompts selected by Deva Senarathgoda and Leilani Biza
- 3) discuss possibility of RARC members from national campus going to state campuses to proctor COMET exam
- 4) discuss lack of participation
- 5) next meeting time

Discussion of Agenda and Information Sharing

- 1) All prior meetings were adjourned
 - 2) The question was raised as whether the entire committee should review (and edit if necessary) the COMET essay prompts or if Deva Senarathgoda and Leilani Biza should not distribute them to the group in the interest of maintaining confidentiality. Amy Delyla Ulm will write Joey Oducado to ask whether a majority vote is needed for the COMET essay prompts or if Deva and Leilani can just go ahead and submit them as the recommended final pool now.
 - 3) It was decided that if, at all possible, Pohnpei RARC members will NOT go to the state campuses to help proctor the COMET in the interest of saving money. Additionally, flying someone out has been deemed unnecessary for the following reasons.
 - the RARC members that are already present at the state campuses should be able to help with proctoring.
 - there should be people on the state campuses who are certified proctors
 - there is no information that PNI RARC members have that they cannot share with state campuses via email or phone.
- The following motion was carried out by the present majority at the 10/12 meeting.
- Currently trained personnel from each campus will proctor the COMET
 - Dokowe George from Kosrae, Cecilia Dibay from Yap and Richardson Chiwi from Chuuk will assist in proctoring the COMET in their respective locations, as they are RARC members.
 - If these RARC members are not trained in proctoring, a training will be conducted for them.
 - The committee would like to officially request a proctor training in Pohnpei for all RARC members on location
 - If, for some reason, there are no trained proctors at a state campus and conducting a training is not possible, then, and only then, will a RARC member be flown in -from Pohnpei to assist.
- 4) Concerns were raised in regards to lack of participation, as some members of this committee have yet to show up to a single meeting, send a proxy on their behalf or vote electronically on minutes. Whether or not members can be removed from a committee after not participating in any way for three consecutive meetings was discussed. It was unclear as to whether the committee has the authority to make such a decision. Frankie Harries was contacted by AD in regards to this matter. Frankie is checking to see what can be done. For the time being, a list of members who has yet to participate in any fashion has been forwarded to Frankie. She will attempt to deal with them personally. Until we hear back from Frankie the discussion is tabled.
 - 5) The next meeting will be Wed, Nov 9.
- A special meeting will be called before then if Joey informs us that a majority vote is needed on the COMET essay prompts.

Comments/Upcoming Meeting, Date, Time, and Others

Comments: Members from State campuses were not able to participate in the 10/12 meeting through no fault of their own. The boardroom was not reserved and, therefore, technology was not set up.

Next meeting: Wed, Nov 9

Handouts/Documents Referenced

College Web Site Link

Prepared by:
A.D. Ulm

Date Distributed: 10/14/11

Approval of the Minutes and Responses

<u>Title/Representative</u>	<u>Name</u>	<u>Aye Present</u>	<u>Nay Absent</u>	<u>Remarks</u>
<u>1.</u> Chair – NTL F	Yen-ti Verg-in	<u>x</u>		
<u>2.</u> Vice Chair – NTL S	Ketiner Kenneth	<u>x</u>		
<u>3.</u> Secretary – NTL F	A.D. Ulm	<u>x</u>		
<u>4.</u> NTL F	Leilani Biza	<u>x</u>		
<u>5.</u> NTL F	Deva Senarathgoda	<u>x</u>		
<u>6.</u> NTL F	Lucia Donre Sam	<u>x</u>		
<u>7.</u> NTL F	Dr. Sven Muller	<u>x</u>		
<u>8.</u> NTL F	Marlene Mangonon			
<u>9.</u> NTL F	Ruci Yauvoli	<u>x</u>		
<u>10.</u> NTL S	Karleen M. Samuel	<u>x</u>		
<u>11.</u> CHK F	Richardson Chiwi			Did not participate
<u>12.</u> PNI F (TT)	Xavier Yarofmal	<u>x</u>		
<u>13.</u> PNI F (TT)	Pablo Lamsis	<u>x</u>		
<u>14.</u> PNI F (TT)	Alan Alosima	<u>x</u>		
<u>15.</u> FMI S	Santus Sarongelfeg			Did not participate
<u>16.</u> YAP – S	Cecilia Dibay			Did not participate
<u>17.</u> KOS S	Dokowe George			Did not participate
<u>18.</u> NTL S	Tetaake Yeeing	<u>x</u>		
<u>19.</u> NTL S	Warren Ching	<u>x</u>		
<u>20.</u> PNI S	Yoneko Kanichy			
<u>21.</u> PNI	Joyce Roby	<u>x</u>		
<u>22.</u> PNI	Semens James			Did not participate
<u>23.</u> PNI	Francisco Simram			Did not participate
<u>24.</u> PNI	Edwin Sione			Did not participate
<u>25.</u> PNI	Marlou Gorospe	<u>x</u>		
<u>26.</u> FMI F	Benjamin James	<u>x</u>		

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Submitted by **Amy Delyla Ulm** Date

Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities

Responsibilities:

- AD will contact Joey regarding the majority vote on the COMET prompts. (completed)
- AD will contact Frankie regarding what can be done in regards to lack of participation. (completed)
- Yen-ti will write Joey requesting proctor trainings for state campuses (if needed) and one for PNI.
- Yen-ti will delegate the task of assisting with proctoring at state campuses to the respective RARC members who are on site in Yap, Chuuk and Kosrae.

Actions by the President

Item	Approved	Disapproved	Disapproved with Conditions	Remarks
1				
2				
3				