

**COLLEGE OF MICRONESIA-FSM**  
Committee Minutes Reporting Form

Committee		<b>Recruitment, Admissions, and Retention</b>		
Date: Aug. 28, 2013		Time: 1:15		Location: Board Conference Room
		National Campus		
<b>Members</b>				
<b>Title/Representative</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
1. Chair – NTL F	Lucia Donre Sam	x		
2. Vice Chair – NTL F	Dr. Sven Mueller		x	excused
3. Secretary – NTL F	Leilani Biza	x		
4. NTL S	Vasantha Sanarathgoda	x		
5. CHK F	Deva Senarathgoda		x	
6. NTL F	A.D. Ulm	x		
7. NTL F	Marlene Mangonon	x		
8. NTL S	Karleen M. Samuel		x	excused
9. CHK F	Richardson Chiwi		x	
10. PNI F (TT)	Xavier Yarofmal		x	
11. PNI F (TT)	Alan Alosima	x		
12. YAP – S	Cecilia Dibay		x	
13. KOS S	Dokowe George	x		
14. NTL S	Tetaake Yee Ting		x	
15. PNI	Joyce Roby	x		
16. CHK S	Tandy Marar		x	
17. PNI	Francisco Simram	x		
18. FMI F	Alice Pagal		x	Meeting
19. NTL S	Lore Nena	x		
20. PNI S	Jeffrey Arnold	x		
21. PNI F	Stanley Etse	x		
22. PNI F	Emmanuela Garcia	x		
23. YAP F	Rhoda Velasquez	x		
24. PNI F	Taylor Elidok	x		
25. NTL S	Ketiner Kenneth	x		
	Joey Oducado		x	Ex-officio member

<b>Major Agenda or Topic of Discussion</b>
<ol style="list-style-type: none"><li>1. Review and adopt May 1<sup>st</sup> and May 9<sup>th</sup> minutes</li><li>2. Updates</li><li>3. Other matters – any important or pending issues that needs our immediate action, etc.</li></ol>
<b>Discussion of Agenda and Information Sharing</b>
<ol style="list-style-type: none"><li>1. The meeting began at 1:15 because of technical difficulties with the VOIP.</li><li>2. May 1<sup>st</sup> and May 9<sup>th</sup> minutes were reviewed and adopted by a unanimous vote by the members of the committee who were present that day.</li><li>3. Chairperson Lucia Donre announced the meeting schedule for this semester – once a month, on every Wednesday of the last week of the month, unless deemed necessary for a special meeting, then Chair will let other members know ahead of time.</li><li>4. A concern was raised by member Jeffrey Arnold about the results of the COMET this year. Mr. Arnold asked if the College could find a way to inform the community of the reasons why there was a tremendous decline of the passing students for this year's COMET.<ol style="list-style-type: none"><li>a) Chair responded that a letter was already sent to a governor responding to their concerns about the COMET. Members of the committee also asked if the letter can be viewed by the RAR committee if it's a public letter and be made public to stakeholders and other entities for awareness purposes.</li><li>b) The committee was also reminded of Karen's visit and President Daisy's for clarifications of questions regarding the COMET results.</li></ol></li><li>5. Member Dokowe George raised an important issue with the possibility of having state campus proctors administering the COMET because of transportation issues.<ol style="list-style-type: none"><li>a) The committee discussed the issue and was reminded again about confidentiality issues and decided to make a recommendation to the administration to keep TAs open for proctors administering the COMET in Kosrae.</li></ol></li><li>6. Rhoda Velasquez suggested that the College should have a reviewer/tutor for all high schools to help them better prepare for the COMET.<ol style="list-style-type: none"><li>a) The committee was then reminded of the practice tests available on the website and should be made known to the high schools and anyone who wishes to take the COMET.</li><li>b) The committee then decided that since the reading comprehension was changed, the practice tests should also be updated. Member Francisco Simram moved and was seconded by Amy Delyla Ulm that a recommendation should be submitted to Karen Simion (DAP) and Ross Perkins (Assessment Coordinator/Assistant to VPIEQA) to see to it that an updated practice test is made available online for the Reading comprehension section of the COMET. The committee voted and it was unanimous.</li></ol></li><li>7. The committee was reminded of the next meeting (September 25, 2013) and meeting was adjourned at 1:55 pm.</li></ol>

Comments/Upcoming Meeting, Date, Time, and Others					
Next meeting: September 25, 2013					
Handouts/Documents Referenced					
None					
College Web Site Link					
<a href="http://www.comfsm.fm">www.comfsm.fm</a>					
Prepared by:	<b>Leilani Welley-Biza</b>	Date Distributed:			
Approval of the Minutes and Response					
Title/Representative	Name	Aye	Nay	Abstain	Remarks
1. Chair – NTL F	Lucia Donre Sam	x			
2. Vice Chair – NTL F	Dr. Sven Mueller			x	
3. Secretary – NTL S	Vasantha Senarathgoda	x			
4. NTL F	Leilani Biza	x			
5. CHK F	Deva Senarathgoda	x			
6. NTL F	A.D. Ulm	x			
7. NTL F	Marlene Mangonon	x			
8. NTL S	Karleen M. Samuel			x	
9. CHK F	Richardson Chiwi				
10. PNI F (TT)	Xavier Yarofmal			x	
11. PNI F (TT)	Alan Alosima	x			
12. YAP – S	Cecilia Dibay	x			
13. KOS S	Dokowe George	x			
14. NTL S	Tetaake Yee Ting	x			
15. PNI S.	Joyce Roby	x			
16. CHK S.	Tandy Marar	x			
17. PNI	Francisco Simram				
18. FMI F.	Alice Pagal				
19. NTL S.	Lore Nena	x			
20. PNI S.	Jeffrey Arnold				
21. PNI F.	Stanley Etse	x			
22. PNI F.	Emmanuela Garcia	x			
23. YAP F.	Rhoda Velasquez	x			
24. PNI F	Taylor Elidok	x			
25. PNI S.	Ketiner Kenneth	x			
NTL S.	Joey Oducado				Ex-officio member

Submitted by		Date		
<b>Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities</b>				
<b>Actions by the President</b>				
<b>Item</b>	<b>Approved</b>	<b>Disapproved</b>	<b>Disapproved with Conditions</b>	<b>Remarks</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				

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