

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

Committee or Working Group:	Management Team
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Date:	Time:	Location:
02/04/14	2:00 pm	Board of Regents Conf. Room

Members Present:				
Titles/Reps	Name	Present	Absent	Reason
Dean, Kosrae Campus	Kalwin Kephass	X		
Director, Pohnpei Campus and Career & Technical Education	Grilly Jack	X		
Dean, Chuuk Campus	Kind Kanto	X		
Director, Yap/FMI Campus	Lourdes Roboman	X		
Acting Dir. Financial Aid			X	
Dir. Human Resources	Rencelly Nelson		X	Off-island (Chuuk)
Dir. Learning Resource Center***	Jennifer Hainrick-Helleisar	X		
Dir. Admission, Records, Retention/Registrar	Joey Oducado	X		
Dir. Information Technology**	Gordon Segal	X		
Comptroller	Danny Dumantay		X	
Dir. Facilities and Maintenance	Francisco Mendiola	X		
Dir. Counseling*	Penselynn E. Sam	X		
Dir. Student Life	Morehna Rettin-Santos	X		
Cooperative Research & Extension Coord.	Engly Ioanis	X		
Dir. Career & Technical Education	Grilly Jack	X		
Dir. FMI	Mathias Ewarmai	X		
Dir. Institutional Research & Planning	Jimmy Hicks	X		
Dean Academic Programs	Maria Dison	X		

*** Chair ** Vice Chair *Secretary

Additional Attendees:	
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Adoption of December 10 minutes 2. Report from IRPO <ol style="list-style-type: none"> a. Setting targets for measures of success 3. Report from Student Life <ol style="list-style-type: none"> a. Recommendation for Student Center

Discussion of Agenda/Information Sharing:
<ol style="list-style-type: none"> 1. It was moved and seconded that the currently revised December 10, 2013 minutes be adopted. 2. Jimmy Hicks reported that based on the summary of the Executive Council, the Management Team will need to set new targets for measures of success. Data and material needed to set the targets can be found on the IRPO website. A lengthy discussion on the institutional set standards and strategic plan ensued. A recommendation was made to have the faculty and/or counselors to provide the targets for the measures of success for all to work with. A recommendation was made to collaborate with other committees so that there is no duplication of work in some of the sections. Jimmy is to brief the team more on the targets for the next meeting. Jimmy was asked to take the recommendation of the Management Team to the Council of Chairs. Jenny will also be meeting with the Chair for the Council of Chairs. 3. Acting VPSS, Joey Oducado and Director of Student Life Morehna Rettin Santos gave an overview of the proposal for a Student Center and the relocation of the Peer Counseling Center.

- Due to time constraint, the item is tabled for the next meeting.
4. Others: Appendix B College of Micronesia- FSM Enrollment management – Campus Standards Key Indicators (document attached). To be reviewed and updated by functional areas. No set deadline, but recommended to be completed sooner than later.
 5. Adjourned.

Comments/Upcoming Meeting Date & Time/Etc.:

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- Handouts/Documents Referenced:**
- Institutional Set Standards and Measures of Success 2014
 - Program Review Data 2014_01 Summary
 - Recommendation for Student Center
 - Enrollment Management Criteria for Review

College Web Site Link:

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Prepared by:	Penselynn E. Sam	Date Distributed:	
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Approval of Minutes Process & Responses:

Submitted by:	Jenny Hainrick-Helieisar	Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

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Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments