

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

<b>Committee or Working Group:</b>	<b>Management Team</b>
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<b>Date:</b>	<b>Time:</b>	<b>Location:</b>
February 18, 2014	2:00pm	BOR Conference Room

**Members Present:**

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

\*\*\* Chair \*\* Vice Chair \*Secretary

<b>Additional Attendees:</b>	
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**Agenda/Major Topics of Discussion:**

1. Feb 4 minutes
2. Recommendation for Student Center
3. Targets for Measures of Success

**Discussion of Agenda/Information Sharing:**

1. Feb 4 Minutes
  - a. Minutes of Feb. 4, 2014 meeting was adopted, all in favor.
2. Recommendation for Student Center
  - a. Some discussion was focused on the Student Center proposal made by Student Services. Questions were posed on why it was presented to M-Team for adoption, instead of settling it as an internal matter. M-Team recommends that the VPSS and VPAS work together on the request.
  - b. It was agreed upon that it was not a request for approval, but information sharing amongst office heads and there were no objections regarding the planned relocation from any of the present office heads. A recommendation was made to proceed and redirect the request through the office of VPAS to proceed with the plan.
3. Targets for Measures of Success
  - a. Director of IRPO presented the enrollment changes from fall 2008 to fall 2013, dramatic declines in new students and graduates, and changes such as increased tuition and fees, the changing demographics in the FSM, and increased competition from other higher education institutions within the FSM.
  - b. A recommendation was made to break up into smaller groups to take on the issues as they

relate to their areas of expertise to which the team members agree.

c. The M-Team agrees that rather than setting targets to improve across the board, we should aim to stabilize the current situation first and decide on specifically what areas to focus on. It should be noted that the CAC Committee previously recommended also stabilizing the decline and then working on improving the targets as their recommendation to the targets at their previous meetings. There is a need for clearer direction from EC to focus on tasks considered to be priority areas.

**Comments/Upcoming Meeting Date & Time/Etc.:**

- Handouts/Documents Referenced:**
- Feb 4 Minutes
  - Recommendation for Student Center
  - Institutional Set Standards and Measures of Success 2014
  - Program Review Data 2014 Summary

**College Web Site Link:**

- <http://www.comfsm.fm/?q=irpo>

<b>Prepared by:</b>	Gordon Segal	<b>Date Distributed:</b>	
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**Approval of Minutes Process & Responses:**

<b>Submitted by:</b>	Jennifer Helieisar	<b>Date Submitted:</b>	
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**Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:**

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<b>Action by President:</b>				
Item #	Approved	Disapproved	Approved with conditions	Comments