

## College of Micronesia FSM

Committee Minutes Reporting Form			
Committee or Working Group		SSC working group	
Date	Time	Location	
Friday, September 05, 2014	13:00	President's Conference Room	
Discussion Group Present			
Titles/Reps	Name	Present	Absent
National site	Dana Lee Ling	X	
Pohnpei site	Taylor Elidok	X	
Pohnpei site	Cindy Edwin	X	
Pohnpei site	Kathryn Maloney	X	
National site	Rafael Pulmano	X	
National site	Marlene Mangonon	X	
National site	Michael Muller	X	
National site	Faustino Yarofasig	X	
National site	Ringlen Ringlen	X	
National site	Penselyn Sam	X	
Yap site	Gertrude Mangarwen	X	
National site	Patrick Werthhog	X	
Yap sites	Cecelia Dibay	X	
FSM-FMI	Augustine Sanemai	X	
FSM-FMI	Alex Raiuklur	X	
Ex-Officio	Morehna Rettin-Santos	X	
Additional Attendees			
Agenda/Major Topics of Discussion:			
<p>Formation of Student Success and Retention Committee.            Pass around a sign-up list.</p> <p>Background recommendation:</p> <p>3. Remove the R=retention from the RAR Committee to just be the RA = Recruitment and Admissions Committee. VPSS affirmed the RAR committee rarely, if ever, deals with retention issues.</p> <p>4. Add a Student Success Committee, which would include the R= retention function from the RAR (potential RAC) committee. Student Success is a strategic direction, something USDE</p>			

expects us to be facilitating, and frankly our most important job! This committee will range from student life, counselling, tutoring, collaborations between IA/SS and other units to support student success which includes metrics such as retention, course completion rates, graduation rates, time to graduation, etc. And, I hope the nearly 30 members of RAR will split up with some going to this committee."

In light of the last line above, I am cc'ing some members of the RAR committee based on the membership list in the last publicly posted minutes of 27 November 2013. I am also cc'ing members of the council of chairs for their information.

I have attached a first draft of a proposed TOR for the SSR committee.

This Friday could mark the first meeting of a 28 day meeting cycle. Meetings would be at 1:00 Friday on the 28 day schedule seen below. This would keep the SSR committee on the "interstitial" Friday for the FCE committee and would keep both clear of the CoC committee which also uses the 1:00 Friday slot.

Friday 03 October 2014

Friday 31 October 2014

Friday 28 November 2014

Friday 26 December 2014 (No meeting due to holidays)

Friday 23 January 2015

Friday 20 February 2015

Friday 20 March 2015

Friday 17 April 2015

Friday 15 May 2015

#### **Discussion of Agenda/Information Sharing:**

1. Discussion of the name of the committee centered on whether the committee should be the "Student Success Committee" or the "Student Success and Retention committee." Although the discussion was multifaceted, eventually a consensus was obtained that success includes retention and the inclusion of retention was deemed redundant. The committee will retain retention in the portfolio of the committee but not in the name of the committee.
2. Discussion of who or whom should be the ex-officio members of the committee was intertwined with the discussion of lines of communication. After a lengthy and productive discussion, the committee chose to have the Director of Student Life as the single ex-officio non-voting member. Matters under consideration and recommendations made by the committee may need to be communication to other administrators, coordinators, and unit leads. The discussion group agreed that the committee will have the authority to communicate recommendations and information to the appropriate units of the college. Success and retention matters cut across traditional lines of authority and communication at the college, the committee must have the flexibility to also communicate broadly.

The Student Services Coordinators at each state site will be members of the Student Success Committee.

The Student Success Committee will attempt to hold election for officers at the Friday 03 October meeting of the committee.

**Documents Referenced**

None

**College Web Site Link:**

**Prepared by:**

Dana Lee Ling

**Date**

**Distributed:**

08/07/14

**Approval of Minutes Process & Responses:**

**Submitted by:**

Dana Lee Ling

**Date**

**Submitted:**

08/07/14

**Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities**

Next meeting: Friday 03 October 2014