

COM-FSM Chuuk Campus  
**ALL-CAMPUS MEETING MINUTES**

<b>Date:</b> Wednesday, 02/03/16	<b>Time:</b> 12:03-12:56 PM	<b>Location:</b> Student Center
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**Members Present:** 32 staff/faculty (64%); and 91 students (47%), as recorded in sign-up sheets  
 [NOTE: If we accept these data as baseline, we must encourage more staff/faculty and students to attend the monthly ACM. Also, if any interested reader wants to review the sign-up sheet, please request Acting IC Erenia Saipwerik to share it with you.]

**Agenda / Major Topics of Discussion:** No agenda was distributed.

**Discussion on Agenda / Major Topics of Discussion**

- I. **Call to Order:** by Miuty Nokar, on behalf of the Instructional Department, with opening prayer by Mike Abbe.
- II. **Announcements:**
  - A. **Administration:** Dean Kind Kanto welcomed all to the meeting and led the recitation of our COM-FSM Mission statement: *The College of Micronesia-FSM is a learner-centered institution of higher education that is committed to the success of the Federated States of Micronesia by providing academic, career and technical educational programs characterized by continuous improvement and best practices.*
    - 1. Kind announced that next week Chuuk Campus will be **visited** by VPIEQA Frankie Harriss (Feb 8-9) and by President Daisy (Feb 10-11). They will discuss, in part, accreditation requirements to ensure FAFSA financial assistance and credit transfer, as well as preparation plans for ACCJC visitation to our campus in a few weeks.
    - 2. Kind also explained that COM-FSM has a **fund-raising** strategy to support our endowment funding. For Chuuk Campus, the goal is \$15,000 (school year 2016-2017) and another \$15,000 (school year 2017-2018) = \$30,000 in two years.
  - B. **Administration:** Human Resources (HR) Specialist Marylene Bisalen announced that, in the past few weeks, Chuuk Campus had **vacancy** announcements for security/maintenance, Student Services Coordinator (SSC), Instructional Coordinator (IC), and faculty in English and Education/Social Sciences.
  - C. **Student Services:** Counselor Wilson Bisalen made four announcements. First, on 01/29/16, a **“student success” seminar** was held for students. Second, on 02/22/16, there will be **seminar on test-taking strategies** for students. Third, certain students need to report to Memo Yesiki to complete **financial aid documentation**. Fourth, two of our students – Sairis Helson and Sean Saimon – received **APIASF scholarships** this school year.  
 [Reminder to students: **COMET testing** will be held on campus Saturday, 02/06/16. A fee of \$5.00 to take the COMET is charged.]
  - D. **Instruction:** Acting IC Erenia Saipwerik advised students, *“Your education is in your own hands.”* In addition, she made several announcements.
    - 1. AR 101 students are advised to meet with Edson. All are advised not to eat in the computer lab.
    - 2. There shall be a **faculty workshop/seminar** on Friday, 02/05/16. A number of staff/faculty will be visiting high schools to market/recruit to encourage students to apply for admission to Chuuk Campus. The same staff/faculty are advised to review/read the COM-FSM **Self-Study Report**.
    - 3. Erenia also laid out a schedule for faculty/students: (a) 02/08/16: for advisors to meet with their advisees regarding academic deficiencies (in completing an early-deficiency notice); (b) 02/29/16: mid-term evaluation; and (c) 03/11/16: last day to withdraw.
  - E. **CRE:** Mike Abbe reported that there is a **new training site on campus** and that the Governor’s Office is expected to proclaim 2016 as the “Year of Copra” in order to encourage citizens to plant coconuts.
    - 1. Mike projected that, at our next ACM in March, a **cooking demonstration** will be sponsored by CRE staff, hopefully on cassava/tapioca.
    - 2. CRE’s Martha did a five-minute presentation on **handicraft production** using local resources. It was a very well-received presentation.



**Next Meeting:** Wednesday, March 2, 2016.

**Hand-Outs / Documents Referenced / Attachments:** none

**Prepared by:** Alton Higashi

**Date distributed:** Friday, February 5, 2016

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

- All administrators/staff/faculty/students: to memorize and understand the COM-FSM Mission Statement.
- All: to prepare for campus visitation by Palikir administrators (President and VPIEQA) next week.
- All: to get involved in endowment fund-raising on campus (\$30,000 in two school years).
- Wilson: to sponsor a test-taking seminar for students (02/22/16).
- Staff/faculty: to review the Self-Study Report.