COLLEGE OF MICRONESIA-FSM

Committee Minutes Reporting Form

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| Committee | | **Recruitment, Admissions, and Retention** | | | |
| Date: August 29, 2018 | | Time: 1-2 PM | | Location: Board Conference Room | |
|  | |  | | National Campus VOIP 4515 PIN 7510 | |
| **Members** | | | | | |
|  | | | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Titles /Reps** | **Names** | **P** | **A** | | 1. | Chairperson (Kosrae Staff Rep.) | Robert Jonas rjonas@comfsm.fm | P |  | | 2. | Vice Chairperson (National Staff Rep) | Pelsihner Elias  [pelias@comfsm.fm](mailto:pelias@comfsm.fm) | P |  | | 3. | Secretary (Yap Campus Staff Rep.) | Gertrude Mangarwen  [gertrudem@comfsm.fm](mailto:gertrudem@comfsm.fm) | P |  | | 4. | Chuuk Campus Staff Rep. | Tandy Marar [matandy@comfsm.fm](mailto:matandy@comfsm.fm) |  | A | | 5. | Chuuk Campus Faculty Rep. | Richardson Chiwi [chiwi@comfsm.fm](mailto:chiwi@comfsm.fm) | P |  | | 6. | FMI Faculty Rep. | Semesa Senicuracity  [semesa@comfsm.fm](mailto:semesa@comfsm.fm) |  | A | | 7. | FMI Staff Rep. | Eva Buthung  [ebuthung@comfsm.fm](mailto:ebuthung@comfsm.fm) |  | A | | 8. | Kosrae Campus Staff Rep. | Paliknoa Sigrah  [psigrah@comfsm.fm](mailto:psigrah@comfsm.fm) |  | A | | 9. | Kosrae Campus Staff Rep. | George Dokowe  [dokoweg@comfsm.fm](mailto:dokoweg@comfsm.fm) | P |  | | 10. | National Campus Staff Rep. | Penselynn Etse Sam  [petse@comfsm.fm](mailto:petse@comfsm.fm) | P |  | | 11. | National Campus Staff Rep. | Julius Cecilio  [jcecilio@comfsm.fm](mailto:jcecilio@comfsm.fm) |  | A | | 12. | National Campus Faculty Rep. | Resida Keller  [resida@comfsm.fm](mailto:resida@comfsm.fm) | P |  | | 13. | National Campus Staff Rep. | Karleen M. Samuel  [karleenm@comfsm.fm](mailto:karleenm@comfsm.fm) |  | A | | 14. | National Campus Faculty Rep. | Kathleen Benjamin, [kjbenjamin@comfsm.fm](mailto:kjbenjamin@comfsm.fm) |  | A | | 15. | National Campus Faculty Rep. | Deva Senerathgoda  [deva@comfsm.fm](mailto:deva@comfsm.fm) |  | A | | 16. | National Campus Faculty Rep. | Brian Lynch  [brianl@comfsm.fm](mailto:brianl@comfsm.fm) |  | A | | 17. | National Campus Faculty Rep. | Marlene Mangonon  [mmmangonon@comfsm.fm](mailto:mmmangonon@comfsm.fm) |  | A | | 18. | National Campus Faculty Rep. | Magdalena Hallers [mhallers@comfsm.fm](mailto:mhallers@comfsm.fm) | P |  | | 19. | National Campus Faculty Rep. | Kiyoshi Phillip [kphillip@comfsm.fm](mailto:kkphillip@comfsm.fm) |  | A | | 20. | National Campus Faculty Rep. | Rudelyn Dacanay, [rdacanay@comfsm.fm](mailto:rdacanay@comfsm.fm) | P |  | | 21. | National Campus Faculty Rep. | Marvey Elias [melias@comfsm.fm](mailto:melias@comfsm.fm) |  | A | | 22. | National Campus Instructional Coordinator | Joseph Felix Jr.  felixjr@comfsm.fm | P |  | | 23. | CTEC Campus Faculty Rep | Alan Alosima  [Alana@comfsm.fm](mailto:Alana@comfsm.fm) | P |  | | 24. | CTEC Campus Faculty Rep. | Joyce Roby  [jroby@comfsm.fm](mailto:jroby@comfsm.fm) | P |  | | 25. | CTEC Campus Staff Rep. | Rensleen Joel  rensleen@comfsm.fm |  | A | | 26. | CTEC Campus Staff Rep | Xavier Yarofmal  yarofmal@com.fsm.fm |  | A | | 26. | Yap Campus | Debra Roth  droth@comfsm.fm | P |  | | 27. | Yap Campus | Beverly Buw bbuw@comfsm.fm | P |  |   **Additional Attendees**   |  |  |  | | --- | --- | --- | | 1. | Doman Daoas | Registrar | | 2. |  |  | |  |  |  | | | | | | |
| **Major Agenda or Topic of Discussion** | | | | | |
| **AGENDA**  1. Roll Call  2. Reading of Mission Statement  3. Adoption of Agenda/Minutes  4. Election of New Secretary  5. Board Policy 4408, Board Policy 4500  6. Miscellaneous  7. Adjournment | | | | | |
| **Discussion of Agenda and Information Sharing** | | | | | |
| 1. The Vice Chairperson called meeting to order at 1:10 pm and welcome new members. There were 11 members present, three came later. 2. Vice Chairperson read Mission Statement. 3. Moved, seconded, voted and adopted May 2, 2018 minutes. 4. Nominated two for Secretary Position and voted in favor of Resida Keller (7 votes)to be RAR Secretary for 2018-2019 school year. 5. The registrar further explained:   A. Board Policy No. 4408.  Discussed, agreed, moved, seconded, voted and passed that we add a phrase in the beginning of the first sentence in the Policy. The new version reads;  After Add/Drop period, changes in student schedule should be minimized. However, if a change is unavoidable, students should obtain the proper forms from the Office of Admissions, Records and Retention. A change will become official only after the proper forms have been signed and returned to same office.  B. Board Policy No. 4500  Discussed, agreed, moved, seconded voted and passed that we adopt Board Policy No. 4500 as is. We will further discuss Administrative Procedure for Board Policy No. 4500 in next meeting.   1. Will E-mail out date and time for next meeting. 2. Adjourned at 2:05 pm. | | | | | |
| **Next Meeting: September 5, 2018** | | | | | |
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| **Handouts/Documents Referenced** | | | | | |
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| Prepared by: | **Gertrude Mangarwen** | | August 30, 2018 | |  |
| **Approval of the Minutes and Response** | | | | | |
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| Submitted by | Resida S. Keller | 9/13/2018 |  |
| **Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities**  New Secretary elected: Resida Keller  Board Policy 4508 endorsed with minor addition to the policy  Board Policy 4500 endorsed as is.  Next meeting: Sept. 05, 2018 | | | |
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| **Actions by the President** | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Item** | **Approved** | **Disapproved** | **Disapproved with Conditions** | **Remarks** | | **1** |  |  |  |  | | **2** |  |  |  |  | | **3** |  |  |  |  | | | | |

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