

**COLLEGE OF MICRONESIA-FSM**  
**Committee Minutes Reporting Form**

<b>Committee</b>	Student Success Committee	
<b>Date:</b> February 05, 2021	<b>Time:</b> 1:00 – 2:00 (Pohnpei/Kosrae) 12:00 – 1:00 (Chuuk/Yap)	<b>Location:</b> Zoom

**Summary of Recommendations with Suggested Timeline & Responsibilities:**

1. Members at each campus to meet and discuss further, the results of the questions and email comments to the chairman no later than Friday, February 19. These will be used to generate a report to help us determine our next step.

**Members**

	<b>Titles /Reps</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
1.	Chairperson	Francis Alex	X		
2.	Vice Chairperson	Wilson Bisalen	X		
3.	Secretary	Cindy Edwin	X		
4.	Ex.-Officio (Acting Director of Student Life)	Chelsea Rion		X	Annual leave
5.	CTEC Faculty Rep	Brigeen Lawrence	X		
6.	CTEC Faculty Rep	Nestor Mangubat	X		
7.	CC Faculty Rep	Ben Bambo Sr.	X		
8.	CC Faculty Rep	V-Three Raisom		X	
9.	KC Student Services	Arthur Jonas	X		
10.	KC Faculty Rep	Rosalinda Bueno	X		
11.	KC Faculty Rep	Frehiwot Teshome	X		
12.	KC Faculty Rep	Skipper Ittu	X		
13.	FMI Student Services	Rufus Yaisolug	X		
14.	YC Student Services	Cecilia Dibay	X		
15.	YC Staff	Susan Guarin		X	
16.	NC Health	Benina Ilon	X		
17.	NC Counseling	Nixon Soswa	X		
18.	NC Admin Services	Sinobu Lebehn		X	
19.	NC Faculty	Mike Ioanis	X		
20.	NC Faculty	Jothy John	X		
21.	NC Faculty	Yvonne Gallen	X		
22.	SBA Chuuk Rep	Karlein Henzel		X	
23.	SBA				

<b>Additional Attendees:</b>	

**Agenda:**

1. Call to order; Moment of silence
2. Reading of Mission Statement
3. Roll call; Declaration of quorum
4. Review of agenda
5. Approval of minutes
  - a. December 04, 2020
6. Results of Committee's Survey Questions on Advisors included in CCSSE
7. Miscellaneous
8. Next meeting
9. Adjournment

**Agenda/Major Topics of Discussion:**

**Call to order; Moment of Silence**

1. The chairman called the meeting to order at 1:03pm and welcomed everyone to the first meeting of 2021. He also welcomed Skipper Ittu, a new member from Kosrae Campus. This was followed by a moment of silence.

**Reading of the Mission Statment**

2. Arthur Jonas read the mission statement.

**Roll Call; Declaration of Quorum**

3. Quorum was declared.

**Review of agenda**

4. There were no additions to the agenda.

**Approval of minutes**

5. The minutes of December 04, 2020 were emailed earlier for review. There were no further discussions on the minutes. Motion made, seconded and the minutes were unanimously adopted as is.

**Results of Committee's Survey Questions on Advisors included in CCSSE**

6. The goal of today's review of the answers to the CCSSE custom questions that were included in the Spring 2020 CCSSE is identify where improvements need to be made. The total sample list included 900 students who were to take the survey but because the college shut down due to Covid-19, the survey also stopped so the response rate is only about 40-45%. During the review of the questions, a suggestion was made to break down the results for each campus. That can probably be a task for the committee later but for now, the goal is to look at the overall or college wide results.

Discussion was made that even though our committee may come up with ways on improving, it may also be best to present the results to the faculty who are the advisors. As advisors, they need to be the ones to come up with what they will do in response to the results of the survey. A question was asked of the role of faculty on the committee. One faculty responded that they represent the instructional division and their role is to report back to the people they represent, whatever is happening (in the committee).

In response to question #11, a member in Chuuk shared that students are more comfortable speaking with teachers from Chuuk than those from abroad because they are afraid to express themselves in English grammar. Those who are good in English are the ones he has had the most contact with so he has used them to reach out to other students. He has also used interpreters. Another member shared that gender differences may also be holding students back from seeking help from their academic advisor. We need to encourage diversity so students should not be assigned advisors from their own state or island, and of the same gender.

Another member suggested that each advisor find ways to reach out to their advisees, break the ice mode.

Members at each campus are to take a closer look at the results and email any comments they have to the chairman, no later than Friday, February 19. He will use these to generate a report to help us determine what our next step will be. We will continue our discussion at the next meeting.

**Miscellaneous**

- 7. There were no additional items for discussion.

**Next meeting**

- 8. March 5, 2021

**Adjournment**

- 9. Motion made and seconded to adjourn the meeting. The chairman thanked everyone for attending and the meeting ended at 2:00pm.

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

Next meeting schedule: March 05, 2021

**Handouts/Documents Referenced:**

- December 4, 2020 meeting minutes
- CCSSE 2020 custom questions regarding advisors

**College Web Site Link**

[www.comfsm.fm](http://www.comfsm.fm)

<b>Prepared by:</b>	Cindy Edwin	<b>Date Distributed:</b>	February 15, 2021
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**Approval of Minutes Process and Responses:**

**Action by the President**

<b>Item #</b>	<b>Approved</b>	<b>Disapproved</b>	<b>Approved with Conditions</b>	<b>Comments</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				