

COLLEGE OF MICRONESIA-FSM  
Committee Minutes Reporting Form

Committee		<b>Recruitment, Admissions, and Retention</b>		
Date: February 27, 2019		Time: 1-2 PM	Location: Board Conference Room	
			National Campus VOIP 4515 PIN 7510	
<b>Members</b>				
	<b>Titles /Reps</b>	<b>Names</b>	<b>P</b>	<b>A</b>
1.	Chairperson (Kosrae Staff Rep.)	Robert Jonas <a href="mailto:rjonas@comfsm.fm">rjonas@comfsm.fm</a>	P	
2.	Vice Chairperson (National Staff Rep)	Pelsihner Elias <a href="mailto:pelias@comfsm.fm">pelias@comfsm.fm</a>		A
3.	Secretary (National Faculty Rep)	Resida S. Keller <a href="mailto:resida@comfsm.fm">resida@comfsm.fm</a>	P	
4.	Chuuk Campus Staff Rep.	Tandy Marar <a href="mailto:matandy@comfsm.fm">matandy@comfsm.fm</a>		A
5.	Chuuk Campus Faculty Rep.	Richardson Chiwi <a href="mailto:chiwi@comfsm.fm">chiwi@comfsm.fm</a>		A
6.	FMI Faculty Rep.	Semesa Senicuracity <a href="mailto:semesa@comfsm.fm">semesa@comfsm.fm</a>		A
7.	FMI Staff Rep.	Eva Buthung <a href="mailto:ebuthung@comfsm.fm">ebuthung@comfsm.fm</a>		A
8.	Kosrae Campus Staff Rep.	Paliknoa Sigrah <a href="mailto:psigrah@comfsm.fm">psigrah@comfsm.fm</a>		A
9.	Kosrae Campus Staff Rep.	George Dokowe <a href="mailto:dokoweg@comfsm.fm">dokoweg@comfsm.fm</a>	P	
10.	National Campus Staff Rep.	Penselynn Etse Sam <a href="mailto:petse@comfsm.fm">petse@comfsm.fm</a>	P	
11.	National Campus Staff Rep.	Julius Cecilio <a href="mailto:jcecilio@comfsm.fm">jcecilio@comfsm.fm</a>		A
12.	National Campus Staff Rep.	Karleen M. Samuel <a href="mailto:karleenm@comfsm.fm">karleenm@comfsm.fm</a>		A
13.	National Campus Faculty Rep.	Kathleen Benjamin, <a href="mailto:kjbenjamin@comfsm.fm">kjbenjamin@comfsm.fm</a>		A (Class Field Service)
14.	National Campus Faculty Rep.	Deva Senerathgoda <a href="mailto:deva@comfsm.fm">deva@comfsm.fm</a>	P	
15.	National Campus Faculty Rep.	Brian Lynch <a href="mailto:brianl@comfsm.fm">brianl@comfsm.fm</a>	P	
16.	National Campus Faculty Rep.	Magdalena Hallers <a href="mailto:mhallery@comfsm.fm">mhallery@comfsm.fm</a>	P	
17.	National Campus Faculty Rep.	Kiyoshi Phillip <a href="mailto:kphillip@comfsm.fm">kphillip@comfsm.fm</a>		A
18.	National Campus Faculty Rep.	Rudelyn Dacanay, <a href="mailto:rdacanay@comfsm.fm">rdacanay@comfsm.fm</a>		A (Class Field Service)

19.	National Campus Instructional Coordinator	Joseph Felix Jr. felixjr@comfsm.fm		A
20.	CTEC Campus Faculty Rep	Alan Alosima <a href="mailto:Alana@comfsm.fm">Alana@comfsm.fm</a>	P	
21.	CTEC Campus Faculty Rep.	Joyce Roby <a href="mailto:jroby@comfsm.fm">jroby@comfsm.fm</a>	P	
22.	CTEC Campus Staff Rep.	Rensleen Joel rensleen@comfsm.fm	P	
23.	CTEC Campus Faculty Rep.	Xavier Yarofmal yarofmal@comfsm.fm	P	
24.	Yap Campus	Debra Roth droth@comfsm.fm	P	
25.	Yap Campus	Beverly Buw bbuw@comfsm.fm		A

#### Additional Attendees

1.	Doman Daoas	Registrar
2.	Joey Oducado	VPEMSS

#### Major Agenda or Topic of Discussion

#### AGENDA

1. Moment of Silence
2. Reading of Mission Statement (Vice Chair Pelsihner)
3. Roll Call (Secretary Resida Keller)
4. Adoption of Agenda/Approval of February Minutes
5. Review and Endorsement of the COMET results
  - Endorsement of two Board Policies (No. 4XXX and No. 4204)
  - Endorsement of two Administrative Procedures (No. 4XXX and No. 4204)
6. Miscellaneous
7. Announcement
8. Adjournment

#### Discussion of Agenda and Information Sharing

Meeting began at 1:05pm by the Chairperson.

1. After a **moment of silence**, V. Chairman proceeded to read the **College's Mission Statement** (item #2)
3. Secretary took note of the **attendance**.
4. Motion was made and seconded to **approve the February minutes** with minor corrections; agenda endorsed as is.
5. **Review and Endorsement of the COMET results:** Registrar and VPEMSS reported the following results from the COMET exam administration:

- All high schools have taken the COMET except for Woleiai/Ulithi; Weipat, and Moch/Mortlocks.. 1302 students took the exam with the breakdown of results as follows—499 passed to Degree Level (38%); 142 in ACE (11%); 400 in Certificate level (31%) and 261 Non-admit (20%);
- Test results were better in Spring 2019 than in Spring 2018 with the increase in degree level (from 34% in 2018 to 38% in 2019) and a decrease in non-admits (from 24% in 2018 to 20% in 2019)
- The placement and Non-admit decisions were based mostly on the COMET criteria with some alternative criteria considerations.
- There was a decrease in the number of test takers (1500+ last Spring 2018 to 1300+ this Spring 2019)
- Pohnpei and Kosrae had a change in their enrollment, esp. Kosrae which went down from 146 in 2018 to 112 in 2019.
- The VP for EMSS stated that there is a need to be more aggressive in our recruitment as there is a decrease in our enrollment and a lower headcount which may have a big impact on revenue. This year we were only able to capture 67% of the number of students.
- A request was made and noted to the VPEMSS and registrar that the comparison data be sent out to the committee and others at state campuses for information sharing purposes.

**Endorsement of two Board Policies (No. 4XXX and No. 4204):** BP 4204: The suggested changes that were brought up by the registrar were endorsed by the committee. Many of the changes mostly included making the policy more concise and taking out much of the details on procedure/justification that did not need to be a part of the policy. One change for BP 4XXX was to add in Teacher Prep Elementary next to Third year program. Policy was endorsed with this one minor change.

Endorsement of two Administrative Procedures (No. 4XXX and No. 4204)—due to shortage of time, these two procedures were tabled for the next meeting.

5. **Miscellaneous:** none
6. **Announcement:** The next meeting will be on April 03, 2019.
7. **Meeting adjourned** at 1:55pm.

**Next Meeting: April 03, 2019**

**Handouts/Documents Referenced**

**COMET Results (oral report by registrar); BP #**

Prepared by:	<b>Resida S. Keller</b>	3/25/19	
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**Approval of the Minutes and Response**

	<b>Titles /Reps</b>	<b>Names</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Remarks</b>
1.	Chairperson	Robert Jonas rjonas@comfsm.fm	x			
2.	Vice Chairperson	Pelsihner Elias pelias@comfsm.fm	x			

3.	Secretary	Resida Keller resida@comfsm.fm	x			
4.	Chuuk Campus Staff Rep.	Tandy Marar, matandy@comfsm.fm				
5.	Chuuk Campus Faculty Rep.	Richardson Chiwi <a href="mailto:rich@comfsm.fm">rich@comfsm.fm</a>				
6.	FMI Faculty Rep.	Semesa Senikuraciri semesa@comfsm.fm				
7.	FMI Staff Rep.	Eva Buthung, ebuthung@comfsm.fm				
8.	Kosrae Campus Staff Rep.	Paliknoa Sigrah, psigrah@comfsm.fm				
9.	Kosrae Campus Staff Rep.	Dokowe George dokoweg@comfsm.fm	x			
10.	National Campus Staff Rep.	Penselynn Etse Sam petse@comfsm.fm	x			
11.	National Campus Staff Rep.	Julius Cecilio cecilio@comfsm.fm				
12.	National Campus	Rudely Dacanay rdacanay@comfsm.fm				
13.	National Campus Staff Rep.	Karleen M. Samuel karleenm@comfsm.fm				
14.	National Campus Faculty Rep.	Kathleen Benjamin, <a href="mailto:kjbenjamin@comfsm.fm">kjbenjamin@comfsm.fm</a>				
15.	National Campus Faculty Rep.	Deva Senerathgoda deva@comfsm.fm	X			
16.	National Campus Faculty Rep.	Brian Lynch brianl@comfsm.fm				
17.	National Campus Faculty Rep.	Magdalena Hallers <a href="mailto:mhallery@comfsm.fm">mhallery@comfsm.fm</a>	x			
18.	National Campus Faculty Rep.	Kiyoshi Phillip <a href="mailto:kphillip@comfsm.fm">kphillip@comfsm.fm</a>				
19.	CTEC Staff Rep.	Rensleen Joel resleen@comfsm.fm				
20.	CTEC Faculty Rep.	Alan Alosima Alana@comfsm.fm	x			
21.	CTEC Faculty Rep.	Joyce Roby <a href="mailto:jroby@comfsm.fm">jroby@comfsm.fm</a>	x			
22.	CTEC Faculty Rep.	Xavier Yarofmal Yarofmal@comfsm.fm	x			
23.	Yap Campus Staff	Debra Roth droth@comfsm.fm	x			
24.	Yap Campus Staff	Beverlyn Buw bbuw@comfsm.fm				

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Submitted by	Resida S. Keller	3/25/19	
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**Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities**

Minutes approved unanimously.  
 COMET Results endorsed unanimously by the committee.  
 BP 4204 and 4XXX unanimously endorsed by all present; administrative procedures tabled.

**Actions by the President**

Item	Approved	Disapproved	Disapproved with Conditions	Remarks
1				
2				
3				

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