

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

<b>Committee</b>	Student Success Committee	
<b>Date:</b> November 5, 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:**

**Members**

	<b>Titles /Reps</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
1.	Chairperson	Wilson Bisalen	✓		
2.	Vice Chairperson	Mike Ioanis		✓	
3.	Secretary	Cindy Edwin	✓		
4.	Ex.-Officio (Acting Director of Student Life)	Loatis Seneres		✓	
5.	CC Faculty Rep	Ben Bambo Sr.		✓	
6.	CC Faculty Rep	Miuty Nokar		✓	
7.	CC Student Services	Kestery Enlet		✓	
8.	CTEC Faculty Rep	Brigeen Lawrence	✓		
9.	CTEC Faculty Rep	Jocelyn Pretrick		✓	In class
10.	CTEC Faculty Rep	Tendy Liwy		✓	In class
11.	CTEC Faculty Rep	Jean Ranahan	✓		
12.	CTEC Staff (Instructional)	Sra Mackwelung	✓		
13.	CTEC Staff (Instructional)	Beverly Ilemanglish		✓	
14.	CTEC Staff (Instructional)	Rihter Hellan	✓		
15.	CTEC Student Services	Chelsea Rion		✓	
16.	FMI Student Services	Rufus Yaisolug	✓		
17.	FMI Student Services	Joyce Sinem	✓		
18.	FMI	Tony Igeral	✓		
19.	KC Student Services	Arthur Jonas	✓		
20.	KC Faculty Rep	Rosalinda Bueno	✓		
21.	KC Faculty Rep	Skipper Ittu	✓		
22.	NC Student Services	Benina Ilon		✓	COVID-19 vaccination on campus
23.	NC Student Services	Julia Martin	✓		
24.	NC Admin Services	Sinobu Lebehn		✓	

25.	NC Faculty	Jothy John		✓	
26.	NC Staff	Francis Alex		✓	
27.	NC Staff	Amy Santiago		✓	
28.	SBA Rep	Genevy Wiggin		✓	
29.	SBA Rep	Kawika Duff	✓		
30.	YC Student Services	Cecilia Dibay		✓	On leave
31.	YC Staff	Susan Guarin	✓		
32.	YC Faculty Rep	Lyte Chapap	✓		

<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. Review Terms of Reference
6. Letter to VPIA with results from AY 2020-2021 survey
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 1:05pm, followed by a moment of silence.

**Reading of the Mission Statement**

2. The chairman read the mission statement.

**Roll Call; Declaration of Quorum**

3. Quorum was declared.

**Review of agenda**

4. There were no additions or changes to the agenda.

**Review Terms of Reference**

5. Discussion on section C. Membership:  
A couple of members expressed their interest in having at least one SBA officer from each campus instead of limiting it to three since we are student oriented. Another member shared that the last time we reviewed the Terms of Reference, it was agreed upon to have three student representatives

since they were elected among the SBA Officers across the college, thus, could represent the students. All the SBA officers are assigned to different committees.

Discussion focused on whether or not to specify the number of faculty and staff representatives from each site since one state site this semester has a lot more representation. A concern that was raised is that National campus has more faculty and staff compared to the state sites so specifying a number may require a majority of their faculty and staff to be on this committee. Members in Kosrae and Yap are in favor of not specifying a number while FMI, CTEC and National campus would like to specify a number. This was tabled for the next meeting to give Chuuk campus time to think about this.

#### D. Organization

No changes made.

#### E. Meetings and Voting

No changes made.

#### F. Responsibilities

No changes made.

The rest of the Terms of Reference were tabled for the next meeting in order to move on to the other agenda items.

#### **Letter to VPIA with results from AY 2019-2020 survey**

6. The letter to VPIA with the results of the survey we created that was included in the 2020 Community College Survey on Student Engagement (CCSSE) was supposed to have been done at the end of last spring or summer but it was not so this is something we will need to work on. The survey was created to get feedback from students regarding advisors. This item was tabled for the next meeting in order to provide new members with more information.

#### **Projects to tackle this academic year**

7. A suggestion was made to table this item until we reviewed the results of the survey that was conducted AY 2019-2020. We may be able to get ideas from the survey on what we can work on this academic year.

#### **Miscellaneous**

8. Due to technical difficulties, the chairman was not able to screen share what he had for this agenda item so it will be tabled for the next meeting.

#### **Next meeting**

9. The next meeting will be December 3, 2021.

#### **Adjournment**

10. Motion made and seconded to adjourn the meeting. The meeting ended at 1:53pm.

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

Next meeting schedule: December 3, 2021

**Handouts/Documents Referenced:**

- Terms of Reference

**College Web Site Link**[www.comfsm.fm](http://www.comfsm.fm)**Prepared by:**

Cindy Edwin

**Date Distributed:**

December 2, 2021

**Approval of Minutes Process and Responses:****Action by the President**

Item #	Approved	Disapproved	Approved with Conditions	Comments
1				
2				
3				