

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

Committee	Student Success Committee				
Date: April 8, 2022	Time: 1:00 – 2:00 (Pohnpei/Kosrae) 12:00 – 1:00 (Chuuk/Yap)	Location: Zoom			
Summary of Recommendations with Suggested Timeline & Responsibilities:					
Members					
	Titles /Reps	Name	Present	Absent	Remarks
1.	Chairperson	Wilson Bisalen	✓		
2.	Vice Chairperson	Mike Ioanis	✓		
3.	Secretary	Cindy Edwin	✓		
4.	Ex.ROfficio (Acting Director of Student Life)	Loatis Seneres		✓	Meeting with SBA
5.	CC Faculty Rep	Miuty Nokar		✓	Medical leave
6.	CC Student Services	Kestery Enlet		✓	
7.	CTEC Faculty Rep	Brigeen Lawrence	✓		Left early for another meeting at 1:30
8.	CTEC Faculty Rep	Jocelyn Pretrick		✓	
9.	CTEC Faculty Rep	Tendy Liwy	✓		
10.	CTEC Faculty Rep	Jean Ranahan		✓	In class
11.	CTEC Staff (Instructional)	Sra Mackwelung		✓	
12.	CTEC Staff (Instructional)	Beverly Ilemanglish	✓		
13.	CTEC Staff (Instructional)	Rihter Hellan		✓	
14.	FMI Student Services	Rufus Yaisolug		✓	
15.	FMI Student Services	Joyce Sinem		✓	
16.	FMI	Tony Igeral	✓		
17.	KC Faculty Rep	Rosalinda Bueno	✓		
18.	KC Faculty Rep	Skipper Ittu	✓		
19.	NC Student Services	Benina Ilon		✓	On leave due to prior personal commitment
20.	NC Student Services	Julia Martin		✓	
21.	NC Admin Services	Sinobu Lebehn		✓	
22.	NC Faculty	Jothy John	✓		

23.	NC Staff	Francis Alex		✓	
24.	NC Staff	Amy Santiago		✓	
25.	YC Staff	Susan Guarin	✓		
26.	YC Faculty Rep	Lyte Chapap	✓		
	Additional Attendees:	Ben Bambo Sr.	✓		

Agenda:

1. Call to order; Moment of silence
2. Reading of the Mission Statement
3. Roll call; Declaration of quorum
4. Review of agenda
5. Approval of minutes
 - a. March 4, 2022
6. Update
 - a. 4th year program in Business
 - b. The top three responses from students on survey regarding advisors
 - c. Mike and Cindy regarding COM-FSM students eligibility for Pohnpei State Scholarship
7. SY 2022-2023 committee officers election
8. Miscellaneous
9. Adjournment

Agenda/Major Topics of Discussion:

Call to order; Moment of Silence

1. The chairman called the meeting to order at 1:07pm, followed by a moment of silence.

Reading of the Mission Statement

2. Vice chairman, Mike Ioanis, read the Mission Statement.

Roll Call; Declaration of Quorum

3. Quorum was declared.

Review of Agenda

4. There were no changes made to the agenda.

Approval of minutes

5. After the secretary sent the draft minutes to members for review, changes were made to the attendance to reflect reasons for members' absences. No other changes or discussions were made during the meeting so the minutes of March 4, 2022 were approved.

6. Update

a. 4th year program in Business

The Board of Regents, at their March 11, 2022 meeting, approved the proposal for the Bachelor of Science in Business Administration with Emphasis in Accounting, pending ACCJC approval. Since our committee's votes did not meet the simple majority needed to act on the proposal, committee

chairman questioned Jean-Pierre Lukusa on how our committee's vote affected the final decision. His response is that our feedbacks and votes were just used to help boost the program with moving forward.

b. The top three responses from students on survey regarding advisors

So what? We have been discussing this all semester so what has been done to help students?

- One advisor shared that when he receives emails from his advisees' instructors, he forwards the messages to them. Students do not respond though so he does not know whether or not they seek help but at least he informs them and they are aware of the situation.
- When one advisor receives the early warning deficiency list from the counselor, he emails his advisees and posts their names to see him but they don't. Those who do show up usually do so only during registration. One idea he is thinking of is to send them messages through Facebook and Schoology. Another advisor shared that this is the approach she is using.
- One shared that reaching out to students should be the responsibility of Student Services or the Administration. As the instructor, he needs to teach. Getting in touch with students is very challenging because they do not have contact phone or internet at home, and even though they have cell phones, they do not have minutes. The only way then is when they are on campus but some do not attend class.
- Another shared that this needs to be a collaborative effort between Student Services, the Administration, instructors, advisors and students. At Yap Campus, (three) specific times are set-aside during the semester for advisors to meet with their advisees but it does not capture one hundred percent of advisees. He suggests that advisors are given the profile of students, that they are informed of their background in order to know what support they need.
- Since the population at the Fisheries and Maritime Institute (FMI) is small, the problem is manageable. Students with deficient grades go for tutoring.
- One advisor shared that this semester, he experienced more of his advisees not showing up or responding to his messages.

c. Mike and Cindy regarding COM-FSM students eligibility for Pohnpei State Scholarship

Mike and Cindy met with Pohnpei State Director of Education, Stanley Etse and the Scholarship Coordinator, Merlinda Donre. Their reason why COM-FSM students are not eligible is that because the money is not enough, they are prioritizing off island students. COM-FSM students have their tuition, books and fees covered by Pell Grant. When asked if we would be able to get help for the upcoming (4th year) program, they will look into it. One member in Kosrae shared that this is the same situation with their students and Kosrae State Scholarship.

7. SY 2022-2023 committee officers election

Nominations were made and seconded for Chairman, Tendy Liwy, and Vice Chairman, Skipper Ittu. Two nominations were received for Secretary, Wilson Bisalen and Julia Martin, with Wilson receiving the majority of votes. Congratulations to the new officers. The outgoing officers thanked everyone for their support this past year.

8. Miscellaneous

None

9. Adjournment

Motion made and seconded and the meeting ended at 2:19p.m.

Comments/Upcoming Meeting Date & Time/Etc.:			
Next meeting schedule:			
Handouts/Documents Referenced:			
College Web Site Link			
www.comfsm.fm			
Prepared by:	Cindy Edwin	Date Distributed:	April 28, 2022
Approval of Minutes Process and Responses:			
Action by the President			

Item #	Approved	Disapproved	Approved with Conditions	Comments
1				
2				
3				