

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

<b>Committee</b>		<b>Recruitment, Admissions, and Retention</b>		
Date: 2/01/12		Time: 1 – 2 pm		Location: President's Conference Room
				National Campus
<b>Members</b>				
Title/Representative	Name	Present	Absent	Remarks
1. Chair – NTL F	Ketiner Kenneth		×	proctoring COMET no proxy
2. Vice Chair – NTL S	Dr. Sven Muller	×		
2. Secretary – NTL F	A.D. Ulm	×		
4. NTL F	Leilani Biza		×	no proxy
5. CHK F	Deva Senarathgoda	×		
6. NTL F	Lucia Donre Sam	×		
7. NTL F	Yen-ti Verg-in	×		
8. NTL F	Marlene Mangonon	×		
9. NTL S	Karleen M. Samuel		×	no proxy
10. CHK F	Richardson Chiwi	×		
11. PNI F (TT)	Xavier Yarofmal	×		
12. PNI F (TT)	Pablo Lamsis	×		
13. PNI F (TT)	Alan Alosima	×		
14. FMI S	Santus Sarongelfeg	×		
15. YAP – S	Cecilia Dibay	×		
16. KOS S	Dokowe George	×		
17. NTL S	Tetaake Yee Ting		×	no proxy
18. NTL S	Warren Ching	×		
19. PNI S	Yoneko Kanichy	×		
20. PNI	Joyce Roby	×		
21. CHK F	Memoria Yesiki		×	sick - no proxy
22. PNI	Francisco Simram		×	no proxy
23. PNI	Edwin Sione		×	no proxy
24. PNI	Marlou Gorospe	×		
25. FMI F	Benjamin James	×		
26. NTL S	Lore Nena		×	Teacher's forum no proxy sent
27. NTL F	Ruci Yauvoli		×	no proxy
28. NTL S	Joey Oducado		x	Proctoring COMET ex-officio member – no proxy needed.

**Major Agenda or Topic of Discussion**

- 1) Changing the quorum – should it be fixed due to attendance issues/tardiness?
- 2) Discussing the issue of our line of authority. To whom do we report to? If we decided to report to Joey is it an issue to have him in the room when we discuss decisions/recommendations to be made?
- 3) Changes in (late) registration and add/drop.
- 4) Responsibilities/decisions that were at some point voted on by the committee but were later taken away from us to be decided by administration (without our recommendation). RARC was given no warning, apparent reason or explanation for such changes.

**Discussion of Agenda and Information Sharing**

1) The RARC has had some issues with tardiness at our meetings. Multiple times we have had to wait until well after the scheduled meeting time to begin in order to have a quorum. When this happens, meetings end up going over the allotted time, which conflicts with some members' schedules or there is not enough time to conduct business.

Because of this issue, we voted on whether or not we should lower our quorum to less than 50%. Of the 18 present members, 2 voted to keep the quorum at 50%. 16 voted to lower the percentage for a quorum to 40%.

2) There is still uncertainty when it comes to exactly who we report to in the chain of command and how this should be reflected in the TOR. Old emails from the ALO need to be reviewed in regards to this matter. There is also a disagreement as to whether or not having Joey in the room affect people's decision making – especially if we do reflect the TOR to officially state that we report our recommendations to him to review before handing them off to the President. No consensus was reached regarding these two matters and no motions were made. The topics have been tabled until the next meeting.

3) Changes in registration and add/drop periods have been tabled until the next meeting.

4) Discussion on RARC's responsibilities in regards to providing recommendations is tabled until the next meeting. Cecilia was able to briefly mention her view-point: the RARC's role needs to be more focused. Example: Should recommendations regarding the COMET and add/drop be made by us or by Student Services?

Cecilia did not have ample time to state her point of view. Nor did other committee members. The discussion will be tabled until our next meeting.

5) Relating to Cecilia's concerns - we did not have time to discuss the fact that we have been asked for specific recommendations in the past in regards to certain matters and then, later, the decisions on the same exact matters are made by the administration without asking us for a recommendation. It seems that there should be consistency. Issues should either require or the recommendation of the RARC or not. This should not vary based on the thoughts/opinions of administration members at any given point. This topic has been tabled until our next meeting.

**Comments/Upcoming Meeting, Date, Time, and Others**

Next meeting: Feb 15<sup>th</sup>, 1-2pm

**Handouts/Documents Referenced**

**College Web Site Link**

www.comfsm.fm

Prepared by: A.D. Ulm	02/03/12	Date Distributed: 02/03/12
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**Approval of the Minutes and Responses**

Title/Representative	Name	Aye	Nay	Abstain	Remarks
1. Chair – NTL F	Ketiner				Did not participate

	Kenneth				
2. Vice Chair – NTL S	Dr. Sven Muller	×			
3. Secretary – NTL F	A.D. Ulm	×			
4. NTL F	Leilani Biza				Did not participate
5. NTL F	Deva Senarathgoda	×			
6. NTL F	Lucia Donre Sam				Did not participate
7.NTL F	Yen-ti Verg-in	×			
8. NTL F	Marlene Mangonon	×			
9. NTL F	Ruci Yauvoli				Did not participate
10. NTL S	Karleen M. Samuel	×			
11. CHK F	Richardson Chiwi	×			
12. PNI F (TT)	Xavier Yarofmal	×			
13. PNI F (TT)	Pablo Lamsis	×			
14. PNI F (TT)	Alan Alosima	×			
15. FMI S	Santus Sarongelfeg				Did not participate
16. YAP – S	Cecilia Dibay	×			
17. KOS S	Dokowe George	×			
18. NTL S	Tetaake Yee Ting				Did not participate
19. NTL S	Warren Ching				Did not participate
20. PNI S	Yoneko Kanichy				Did not participate
21. PNI	Joyce Roby				Did not participate
22. CHK F	Memoria Yesiki	×			
23. PNI	Francisco Simram				Did not participate
24. PNI	Edwin Sione				Did not participate
25. PNI	Marlou Gorospe				Did not participate
26. FMI F	Benjamin James	×			
27. NTL S	Lore Nena				Did not participate

Submitted by **Amy Delyla Ulm** Date **2/09/12**

**Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities**

Responsibilities:

-Dr. Sven will send out an email that details Cecilia's thoughts/questions

-AD will update the TOR to reflect the new 40% quorum and send it out to the RARC to vote on.  
-AD will resend the email from the ALO which details how and why we need to update the recommendation reporting section of the TOR for all RARC members to review and consider.

**Actions by the President**

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