

**College of Micronesia – FSM  
Committee (Working Group) Minutes Reporting Form**

<b>Committee or Working Group:</b>	<b>Management Team</b>
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<b>Date:</b>	<b>Time:</b>	<b>Location:</b>
05/14/13	2:00 pm	Board of Regents Conf. Room

**Members Present:**

<b>Titles/Reps</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Reason</b>
Dean, Kosrae Campus	Kalwin Kephass	X		
Dean, Pohnpei Campus	Grilly Jack, Acting	X		
Dean, Chuuk Campus	Kind Kanto	X		
Dean, Yap/FMI Campus	Lourdes Roboman	X		
Dir. Financial Aid	Eddie Haleyalig	X		
Dir. Human Resources *	Rencelly Nelson	X		
Dir. Learning Resource Center	Jennifer Hainrickz	X		
Dir. Admiss., Records, Retention/Registrar**	Joey Oducado	X		
Dir. Community Relations	Vacant			Vacant position
Dir. Information Technology	Gordon Segal	X		
Comptroller	Danny Dumantay		X	Unknown
Dir. Facilities and Maintenance	Francisco Mendiola		X	Unknown
Dir. Counseling	Penselyn Sam	X		
Dir. Student Life	Morehna Santos		X	Unknown
Cooperative Research & Extension Coord.	Engly Ioanis		X	Unknown
Dir. Career & Technical Education	Grilly Jack	X		
Dir. FMI	Mathias Ewarmai	X		
Dir. Institutional Research & Planning	Jimmy Hicks	X		
Dean Academic Programs***	Karen Simion	X		

\*\*\* Chair \*\* Vice Chair \*Secretary

<b>Additional Attendees:</b>	
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**Agenda/Major Topics of Discussion:**

**1. Strategic Plan -Measures of Success Recommendations**

**Discussion of Agenda/Information Sharing:**

**Strategic Plan- establishing college wide benchmarks and targets discussion is led by IRPO Director.**

1. Course Completion Rates -the team unanimously voted for “abc” and “passing” as target while 9 out of 11 voted for 69% as the rate for the first year.
2. Withdrawal Rate - the team unanimously voted for a rate of 9.5 for spring and 6.8 for fall. It was also discussed and recommended that the rates will be aided by the implementation of the College 101 course.

Assignments. The team is advised to review the data provided on the website under IRPO, and Wiki, more will be added before the next meeting. It is important that team members review these data to make discussions faster and recommendations easy to understand.

The team will hold weekly meetings to complete this task. Next week, meetings are scheduled for Tuesday and Thursday.

3:00pm closed.

<b>Comments/Upcoming Meeting Date &amp; Time/Etc.:</b>
▪ Tuesday 21 and 23, 2013; 2:00 pm Pohnpei time, Board Conference Room; #320-0501 PIN 9876

<b>Handouts/Documents Referenced:</b>
<ul style="list-style-type: none"> <li>• Agenda item</li> <li>• Strategic Plan – Measures of Success Recommendation</li> </ul>

<b>College Web Site Link:</b>
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<b>Prepared by:</b>	Rencelly Nelson	<b>Date Distributed:</b>	5/21/13
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<b>Approval of Minutes Process &amp; Responses:</b>

<b>Submitted by:</b>	Karen Simion	<b>Date Submitted:</b>	
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<b>Summary Decisions/Recommendations/Action Steps/Motions with Timeline &amp; Responsibilities:</b>
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<b>Action by President:</b>				
Item #	Approved	Disapproved	Approved with conditions	Comments