

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

Committee		Recruitment, Admissions, and Retention		
Date: Oct. 23, 2013		Time: 1:00		Location: Board Conference Room
		National Campus		
Members				
Title/Representative	Name	Present	Absent	Remarks
1. Chair – NTL F	Lucia Donre Sam	X		
2. V. Chair – NTL F	Dr. Sven Mueller	X		
3. Secretary – NTL F	Leilani Biza	X		
4. NTL S	Vasantha Sanarathgoda		X	Pni Camp. Meeting
5. CHK F	Deva Senarathgoda	X		
6. NTL F	A.D. Ulm	X		
7. NTL F	Marlene Mangonon	X		
8. NTL S	Karleen M. Samuel	X		
9. CHK F	Richardson Chiwi	X		
10. PNI F (TT)	Xavier Yarofmal	X		
11. PNI F (TT)	Alan Alosima	X		
12. YAP – S	Cecilia Dibay	X		
13. KOS S	Dokowe George	X		
14. NTL S	Tetaake Yee Ting	X		
15. PNI	Joyce Roby	X		
16. CHK S	Tandy Marar	X		
17. PNI	Francisco Simram	X		
18. NTL S	Lore Nena	X		
19. PNI S	Jeffrey Arnold	X		
20. PNI F	Stanley Etse	X		
21. PNI F	Emmanuela Garcia	X		
22. YAP F	Rhoda Velasquez	X		
23. PNI F	Taylor Elidok	X		
24. NTL S	Ketiner Kenneth	X		
25. NTL S	Brian Lynch		X	All campus Meeting
26. FMI F	Penamini Nailati		X	
27. FMI S	Augustine Sanemai	X		
	Joey Oducado			Ex-officio member

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Major Agenda or Topic of Discussion

Agenda:

Old business

1. Approve minutes from September 25th. – electronic vote # of ayes and nays; upload onto wiki and bcc campus sites(college community)
2. Update: Essay prompts, Admissions Criteria Working Group, Communication assessment, measures of success targets, and Practice test request letter.

New business

1. Recruitment - Enrollment Management Recruitment Plan - EMRP (VPSS)

Discussion of Agenda and Information Sharing

Time meeting began:1:07

1. New business: It was deemed as an urgent matter therefore the meeting began with IRPO director – presentation of measures of success targets followed by Acting VPSS ppt on Strategic Enrollment Management Recruitment Plan.
 - After the presentations given by IRPO and Acting VPSS, Committee concurred that a new Strategic enrollment management recruitment and retention plan be revised and implemented as the current one is obsolete. Therefore, it was decided that two subgroups will be formed; Recruitment/Marketing subgroup and Retention subgroup. Chairperson will assign members to each subgroup.
2. Old business
 - Approve minutes from September 25th. – FYI: electronic vote # of ayes and nays; upload onto wiki and bcc campus sites(college community)
 - Essay prompts – 5 sets of essay prompts has been compiled by vice chair, screened and finalized by Director of Academic Programs, Chairperson, and Vice Chair. Due to confidentiality purposes, the Chair informed the committee that the essay prompts has been finalized and will not be revealed. Therefore, committee voted on adopting the prompts for the upcoming November COMET at the campus sites. The vote was unanimous (FYI: only members present voted though; state campuses and national faculty left as they have class at 2pm). The five sets of essay prompts were delivered to Secretary for Acting VPSS on Friday the 25th.

- The math subtest was revised last year by the math & science division, therefore it was decided and approved that the math subtest be used in the upcoming November COMET at the campus sites.
 - The subgroup on the admissions criteria consisting of the members on island – National and Pohnpei campuses – Lore Nena, Ketiner Kenneth and Jeffrey Arnold met on Tuesday the 22nd to begin working on the admissions criteria. The minutes of the meeting has been emailed to the other members of the subgroup at the campus sites.
 - The Council of Chairs (COC) will be meeting on Friday the 25th to begin discussions on 22 recommendations on Communication Assessment from the VPIEQA. Any member who has any comment pertaining to the recommendation may email the Chair by Friday noon.
 - Practice test request letter has been delivered to the VPIEQA's office. The Vice President informed the Chair that she has seen & read the letter and will provide feedback on other alternatives to RARC at a later time.
3. A member raised a concern regarding enrollment projection at a state campus site not being met due to shortage of faculty and facilities. Acting VPSS recommended that this concern be raised to the Curriculum and Assessment Committee.
4. Meeting adjourned at 2:25pm.

Comments/Upcoming Meeting, Date, Time, and Others

Next meeting:

Handouts/Documents Referenced

None

College Web Site Link

www.comfsm.fm

Prepared by:

Leilani W. Biza

Date Distributed:

Approval of the Minutes and Response

Title/Representative	Name	Aye	Nay	Abstain	Remarks
1. Chair – NTL F	Lucia Donre Sam	X			
2. Vice Chair – NTL F	Dr. Sven Mueller	x			
3. Secretary – NTL F	Leilani W. Biza	X			
4. NTL S	Vasantha Senarathgoda	x			
5. CHK F	Deva Senarathgoda	X			
6. NTL F	A.D. Ulm	x			
7. NTL F	Marlene Mangonon	X			
8. NTL S	Karleen M. Samuel	X			
9. CHK F	Richardson Chiwi	x			
10. PNI F (TT)	Xavier Yarofmal	X			
11. PNI F (TT)	Alan Alosima	x			

12. YAP – S	Cecilia Dibay				
13. KOS S	Dokowe George	X			
14. NTL S	Tetaake Yee Ting	X			
15. PNI S.	Joyce Roby	x			
16. CHK S.	Tandy Marar				
17. PNI	Francisco Simram	X			
18. NTL S.	Lore Nena	X			
19. PNI S.	Jeffrey Arnold	X			
20. PNI F.	Stanley Etse				
21. PNI F.	Emmanuela Garcia	X			
22. YAP F.	Rhoda Velasquez	X			
23. PNI F	Taylor Elidok	x			
24. PNI S.	Ketiner Kenneth				
25. NTL S	Brian Lynch				
26. FMI F	Penamini Nailati				
27. FMI S	Augustine Sanemai	X			
NTL S.	Joey Oducado				Ex-officio member
Submitted by				Date	
Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities					
Actions by the President					
Item	Approved	Disapproved	Disapproved with Conditions	Remarks	
1					
2					
3					

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