

COM-FSM Chuuk Campus
ALL-CAMPUS MEETING MINUTES

Date: Wednesday, 02/05/14	Time: 12:05-1:07 pm	Location: Student Center
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Attendance: 11 faculty, 22 staff, and 136 students.
[In general, faculty attendance was poor, as evidenced by attendance checklist.]

Major Topics of Discussion:	
I. Opening (with Prayer)	
II. Announcements*	* Administration/Instruction/Student Services
III. Faculty Sub-Committee Presentations	CRE (Land Grant)
IV. Question-and-Answer Session	SBA Council

- I. **Opening:** by ED/SS Instructor Alton Higashi, with prayer by Instructor Ben Bambo.
- II. **Announcements:**
- A. **Administration:** Dean Kind Kanto made a few announcements.
1. Reminders: He reminded everyone that betel-nut spitting and littering continue to occur on campus, but the incidence has been declining – good news. He encouraged all to keep in mind the need to keep our campus clean and beautiful. Kind also shared a disappointment – that the fire extinguisher in Room B4 had been stolen.
 2. VPIEQA/VPAS Visitations: Kind said that VPIEQA Frankie Harriss will be on campus Saturday, February 22, to lead a faculty workshop. A few days later VPAS Joe Habuchmai will likely come to Chuuk Campus Monday/Tuesday, February 24-25.
 3. Transportation: Kind reminded those who need off-campus transportation in support of class activities should give sufficient lead time to Maintenance/Security Ben Akkin to plan and coordinate trip activities in consonance with routine work on campus.
- B. **CRE (Land Grant):** None.
- C. **Student Services:** Acting SSC Memorina Yesiki announced that COMET testing will take place next week: M-F February 10-14 at high schools and Saturday February 15 on-campus for Chuuk Campus students who need/want to take the COMET.
- D. **SBA Council:** SBA President Shawn Mori made two quick announcements.
1. Major SBA Activities This Semester: During the Spring Semester the SBA Council will sponsor four major events: (a) Spirit Week, (b) Cultural/Founding Days, (c) Academic Talent Showdown II, and (d) Career Fair Day. Specific dates will be forthcoming.
 2. Regional Gardens: On behalf of our Campus Beautification Committee, Shawn explained that the campus will be divided into five sites for regional gardens. For more information, please get in touch with committee co-chairpersons Ben Akkin and Cecile Oliveros.
- E. **Instruction:** IC Mariano Marcus advised all students who expect to graduate at the end of the Spring Semester 2014 to submit their “graduation check” requests to our Admissions Office. In addition, Mariano explained that the Instructional Department has established three faculty-based sub-committees to recommend strategies for students (1) to study hard, (2) to work hard, and (3) to be prepared.
- III. **Faculty Sub-Committee Presentations:** Mariano and Alton explained how and why the three sub-committees were established. In early December 2013, COM-FSM President Joseph Daisy visited our campus and urged students to set a common goal called “student success”. He then defined success as a three-step process: to study hard, to work hard, and to be prepared. Inevitably, students will “finish their certificate/degree program” and therefore succeed. In January 2014, at a faculty workshop, instructors discussed the three steps as not-so-easy for students to achieve, in part, because they do not necessarily know how to succeed and because they do not know specific ways to succeed. The three sub-committees were then formed, each with the same purpose – to formulate specific ways to study hard, to work hard, and to be prepared. Today’s presentations are the initial findings and recommendations.

- A. “Study Hard” Sub-Committee: Chairman Alton Higashi explained that the sub-committee members had come out with several specific ways for students to study hard. He further projected that, on Staff Development Day (March 14), the sub-committee members would sponsor a panel discussion with all faculty members to review the sub-committee’s findings and recommendations. Thereafter, a small booklet on specific ways for students to study hard would be published and distributed to all students, ready for full implementation during the Fall Semester 2014.
 - B. “Work Hard” Sub-Committee: None.
 - C. “Be Prepared” Sub-Committee: Chairman Ben Bambo and committee colleague Lynn Sipenuk described the need for students to look at successful role models and to emulate their ways of achieving success. In addition, they presented a larger context in which financial and familial support was essential. At the Staff Development Day workshop, the sub-committee will also do a panel discussion and receive final input on how best for students to be prepared for college success.
- IV. **Question-and-Answer Session**: Mariano opened full discussion through a question-and-answer session. Two topics were discussed in greater detail.
- A. COMET Test Schedule on Saturday: When asked why the COMET test for Chuuk Campus students was being scheduled on a Saturday, Memorina explained that available staff certified to administer the test, along with test coordinators from Palikir, were already scheduled to visit high schools February 10-14; that other persons were not certified to do the same at any other time; and that only a certain number of COMET tests were available for high-school use and more copies were not available for use at Chuuk Campus February 10-14. Student reaction was that our administration should plan more effectively to ensure that COMET testing can be done on Chuuk Campus during the week and not be scheduled on Saturday.
 - B. Science-with-Lab Fee: When asked about the \$25 lab fee for science-with-lab courses, Memorina explained that there was no lab fee. Kind corrected her statement but could not provide any valid accounting on how the collected lab fees were being expended. Administration was advised that there has to be an accounting system to ensure accurate recordation of how lab fees are being used to purchase appropriate materials and supplies for lab use. Students may have been asked to bring their own materials and supplies to lab sessions, and the amount of money which students must spend for this purpose are not proper justification for the use of the lab fees.

Next Meeting: Wednesday, March 5, 2014

Hand-Outs / Documents Referenced / Attachments: None.

Prepared by: Alton Higashi

Date distributed: Friday, February 7, 2014

Summary Decisions / Recommendations / Action Steps / Motions with Timeline/Responsibilities

- Kind Kanto and Ben Akkin: to check on non-emergency use of vehicles assigned to provide approved transportation services.
- Shawn Mori and SBA Council: to develop and implement coordinated plans for SBA activities being scheduled this semester.
- Mariano Marcus and three faculty sub-committees: to generate findings and recommendations for draft presentations at the scheduled March 14 Staff Development Day training.
- Kind: to coordinate efforts among key persons to ensure proper accounting and use of lab fees collected for science-with-lab courses.