

COM-FSM Chuuk Campus
MANAGEMENT COUNCIL (MC) MEETING MINUTES

Date: Wednesday, January 24, 2018	Time: 12:28-1:53 pm	Location: Dean’s Conference Room
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Members Present (Quorum: 5) = 6 in attendance		Absent
<ul style="list-style-type: none"> • Kind Kanto (chair) • Marie Mori-Pitiol (A) • Alton Higashi (eo) 	<ul style="list-style-type: none"> • Memorina Yesiki (SS) • Wilson Bisalen (SS) • Macleen Remit (guest) 	<ul style="list-style-type: none"> • Mike Abbe (CRE) • Ryian Raymond (SBA) • Mixon Jonas (I) • Ben Akkin (A) • Roger Arnold (I)

Agenda / Major Topics of Discussion:	
<ul style="list-style-type: none"> I. Call to Order II. Attendance III. Minutes of Previous Meeting IV. Announcements⁽¹⁾ V. Old Business⁽²⁾ VI. New Business⁽³⁾ VII. Adjournment 	<ul style="list-style-type: none"> (1) Discussion Point (SS Membership on MC) Name Change Point (“Campus Clean-Up and Beautification”) Academic Talent Showdown Report By-Product Account and Snack Bar Report 25th Anniversary Celebration (dates and activities) IEMP Ideas (2) Revision of Assessment Plan 2017 Draft FoE Philosophy (Instructional Department) CCSSE Student Survey Analysis Report (3) COM-FSM Plan for BS Program for Teacher Education “Pwaaw”

Discussion on Agenda / Major Topics of Discussion

<p>I. Call to Order: By Chairman Kind, with opening prayer by Mike.</p> <p>II. Attendance: Above (6 present, 3 absent).</p> <p>III. Minutes of Previous Meeting (November 29, 2017): Adopted.</p> <p>IV. Announcements:</p> <p>A. Discussion Point (SS Membership on MC): It was noted that Student Services has had only one MC member, and that Wilson has served as the SS proxy for several MC meetings. MOTION #1: <i>That Wilson Bisalen be designated as the second Student Services member on the Management Council.</i> Approved.</p> <p>B. Name Change Point: The Council was requested to consider changing the name “Campus Clean-Up and Beautification” to another name. Substitute names were recommended, but none accepted. CONSENSUS: <i>That this topic be tabled to our next meeting.</i></p> <p>C. Academic Talent Showdown Report: Wilson submitted a written report which stated three objectives of the showdown: (1) to better prepare students for their final exams, (2) to promote a sense of unity and teamwork as “one student body and as one campus”, and (3) to further promote student-faculty interaction outside of class. MOTION #2: <i>That the report be approved, that we shall have another showdown this Spring 2018, and that SBA be directed to organize it.</i> Approved.</p> <p>D. By-Product Account and Snack Bar Report: No report was submitted, and it was recommended that we wait until Roger is available at the next meeting to submit such report. CONSENSUS: <i>That this topic be tabled to our next meeting.</i></p> <p>E. 25th Anniversary Celebration: COM-FSM intends to celebrate its 25th anniversary as part of Cultural Day (Saturday, March 31) and Founding Day (Sunday, April 1). However, the weekend schedule includes Good Friday (March 30) and Easter Sunday (April 1).</p> <ol style="list-style-type: none"> 1. It was agreed that Chuuk Campus should celebrate the 25th anniversary on Tuesday/Wednesday, March 27-28. 2. Celebration activities may include the following: fishing derby, treasure hunt, volley and pingpong competitions, cooking competition, and auction. 3. More ideas are being solicited, to be submitted to our ad hoc committee chairman Roger, as soon as possible.

F. IEMP Ideas: COM-FSM has directed all campuses to submit ideas regarding ways and means for revising and implementing IEMP goals. These include review of the mission statement, strategic directions and goals, institutional-set standards (ISS), and CCSSE benchmarks and best practices. Palikir administration has set a deadline of mid-February for submission of ideas. Kind explained that he will set up a special ad hoc committee to come up with IEMP ideas, to meet sometime next week, and to submit its ideas no later than Friday, February 2.

V. **Old Business:**

- A. Revision of Assessment Plan 2017: Alton explained that the three ACCJC rubrics (on program review, planning, and student learning outcomes) are no longer in use by the Palikir administration. He said that he would revise our Assessment Plan 2017 by eliminating the ACCJC rubrics.
- B. Draft FoE Philosophy (Instructional Department): Kind expressed the need for all MC members to review the draft philosophy. It has been submitted twice to MC, without formal review. He directed all members to review it no later than our next scheduled meeting for review/revision/approval.
- C. CCSSE Student Survey Analysis Report: No report was submitted, inasmuch as the student perception data have not yet been aggregated. Mixon and Danie are being advised to coordinate such data collection for appropriate analysis of findings.

VI. **New Business:**

- A. COM-FSM Plan for BS Degree Program for Teacher Education: Alton reported that he returned from a meeting of COM-FSM educators (13 in all) from all campuses to prepare a “Proposal for the Establishment and Implementation of a Baccalaureate of Science Program in Elementary Education”. The proposal is now in final draft; however, a total of 27 courses will be incorporated into the BS program, beginning with the AA degree, continuing through the Third-Year certificate, and ending with a BS degree, without any memorandum of understanding with the University of Guam. The participants of the meeting have been assigned to write or revise the 27 course outlines. Deadline for these course outlines is the end of February. At our campus, Alton will recruit Abraham Rayphand and Lynn Sipe-nuk to assist in revising/writing these outlines.
- B. “Pwaaw”: Kind advised that, in preparation for the fishing derby, a “pwaaw” be imposed – to conserve reef resources – that no one shall be allowed to catch fish at our seawall, beginning tonight, January 24.

CONSENSUS: *That no person shall be permitted to catch fish at our seawall, beginning January 24 until the fishing derby begins.*

Next Meeting: Wednesday, February 28, 2018.

Hand-Outs / Documents Referenced / Attachments: (1) Management Council meeting **minutes** (Nov 29); (2) Meseiset (Vol. 5, No. 12, Dec 5, 2017); (3) General report of the Showdown: The Revival; (4) Draft philosophy of the Chuuk Campus Instructional Department; and (5) Essay on 25th anniversary celebration for the school year 2017-2018.

Prepared by: Secretary Alton Higashi (ex officio)

Date distributed: February 4, 2018

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

- All MC members: to think of a name to replace “Campus Clean-Up and Beautification” NLT next meeting.
- Wilson/Ryian: to initiate plans for another Academic Talent Showdown for the Spring 2018, to be sponsored by the SBA.
- Roger: to submit a copy of and a report on the by-product account, at our next meeting (Feb 28).
- Roger: to lead MC discussion on plans for the Chuuk Campus 25th anniversary celebration, at our next meeting (Feb 28).
- Kind: to collect IEMP ideas for submission to Palikir NLT mid-February.
- Alton: to revise the Assessment Plan 2017, by eliminating the ACCJC rubrics.
- All MC members: to review the draft FoE philosophy NLT next meeting.
- Mixon: to complete data collection on the CCSSE survey NLT next meeting.