COLLEGE OF MICRONESIA-FSM

Committee Minutes Reporting Form

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| Committee | **Recruitment, Admissions, and Retention** |
| Date: August 29, 2018 | Time: 1-2 PM | Location: Board Conference Room |
|  |  | National Campus VOIP 4515 PIN 7510 |
| **Members** |
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| --- | --- | --- | --- | --- |
|  | **Titles /Reps**  | **Names**  | **P** | **A** |
| 1. | Chairperson (Kosrae Staff Rep.) | Robert Jonas rjonas@comfsm.fm | P |  |
| 2. | Vice Chairperson (National Staff Rep) | Pelsihner Elias pelias@comfsm.fm | P |   |
| 3. | Secretary (Yap Campus Staff Rep.) | Gertrude Mangarwengertrudem@comfsm.fm | P |  |
| 4. | Chuuk Campus Staff Rep. | Tandy Marar matandy@comfsm.fm |  | A |
| 5. | Chuuk Campus Faculty Rep. | Richardson Chiwi chiwi@comfsm.fm | P |  |
| 6. | FMI Faculty Rep. | Semesa Senicuracitysemesa@comfsm.fm |  | A |
| 7. | FMI Staff Rep. | Eva Buthungebuthung@comfsm.fm |  | A |
| 8. | Kosrae Campus Staff Rep. | Paliknoa Sigrah psigrah@comfsm.fm |  | A |
| 9. | Kosrae Campus Staff Rep. | George Dokowedokoweg@comfsm.fm | P |  |
| 10. | National Campus Staff Rep. | Penselynn Etse Sampetse@comfsm.fm | P |  |
| 11. | National Campus Staff Rep. | Julius Ceciliojcecilio@comfsm.fm |  | A |
| 12. | National Campus Faculty Rep. | Resida Keller resida@comfsm.fm | P |  |
| 13. | National Campus Staff Rep. | Karleen M. Samuelkarleenm@comfsm.fm |  | A |
| 14. | National Campus Faculty Rep. | Kathleen Benjamin, kjbenjamin@comfsm.fm |  | A |
| 15. | National Campus Faculty Rep. | Deva Senerathgoda deva@comfsm.fm |  | A |
| 16. | National Campus Faculty Rep. | Brian Lynch brianl@comfsm.fm |  | A |
| 17. | National Campus Faculty Rep. | Marlene Mangononmmmangonon@comfsm.fm |  | A |
| 18. | National Campus Faculty Rep. | Magdalena Hallers mhallers@comfsm.fm | P |  |
| 19. | National Campus Faculty Rep. | Kiyoshi Phillip kphillip@comfsm.fm |  | A |
| 20. | National Campus Faculty Rep. | Rudelyn Dacanay, rdacanay@comfsm.fm | P |  |
| 21. | National Campus Faculty Rep. | Marvey Elias melias@comfsm.fm |  | A |
| 22. | National Campus Instructional Coordinator | Joseph Felix Jr.felixjr@comfsm.fm | P |  |
| 23. | CTEC Campus Faculty Rep | Alan AlosimaAlana@comfsm.fm | P |  |
| 24. | CTEC Campus Faculty Rep. | Joyce Roby jroby@comfsm.fm | P |  |
| 25. | CTEC Campus Staff Rep. | Rensleen Joelrensleen@comfsm.fm |  | A |
| 26.  | CTEC Campus Staff Rep | Xavier Yarofmalyarofmal@com.fsm.fm |  | A |
| 26. | Yap Campus  | Debra Rothdroth@comfsm.fm | P |  |
| 27. | Yap Campus  | Beverly Buw bbuw@comfsm.fm | P |  |

**Additional Attendees**

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| 1. | Doman Daoas | Registrar |
| 2.  |  |  |
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| **Major Agenda or Topic of Discussion** |
| **AGENDA**1. Roll Call 2. Reading of Mission Statement 3. Adoption of Agenda/Minutes4. Election of New Secretary5. Board Policy 4408, Board Policy 45006. Miscellaneous7. Adjournment  |
| **Discussion of Agenda and Information Sharing** |
| 1. The Vice Chairperson called meeting to order at 1:10 pm and welcome new members. There were 11 members present, three came later.
2. Vice Chairperson read Mission Statement.
3. Moved, seconded, voted and adopted May 2, 2018 minutes.
4. Nominated two for Secretary Position and voted in favor of Resida Keller (7 votes)to be RAR Secretary for 2018-2019 school year.
5. The registrar further explained:

 A. Board Policy No. 4408.Discussed, agreed, moved, seconded, voted and passed that we add a phrase in the beginning of the first sentence in the Policy. The new version reads;After Add/Drop period, changes in student schedule should be minimized. However, if a change is unavoidable, students should obtain the proper forms from the Office of Admissions, Records and Retention. A change will become official only after the proper forms have been signed and returned to same office.B. Board Policy No. 4500Discussed, agreed, moved, seconded voted and passed that we adopt Board Policy No. 4500 as is. We will further discuss Administrative Procedure for Board Policy No. 4500 in next meeting.1. Will E-mail out date and time for next meeting.
2. Adjourned at 2:05 pm.
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|  **Next Meeting: September 5, 2018** |
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| **Handouts/Documents Referenced** |
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| Prepared by:  | **Gertrude Mangarwen** | August 30, 2018 |  |
| **Approval of the Minutes and Response** |
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|  | **Titles /Reps**  | **Names**  | **Aye**  | **Nay** | **Abstain** | **Remarks** |
| 1. | Chairperson  | Robert Jonasrjonas@comfsm.fm | x |  |  |  |
| 2. | Vice Chairperson  | Pelsihner Elias pelias@comfsm.fm | x |  |  |  |
| 3. | Secretary  | Resida Keller resida@comfsm.fm | x |  |  |  |
| 4. | Chuuk Campus Staff Rep. | Tandy Marar, matandy@comfsm.fm |  |  |  |  |
| 5. | Chuuk Campus Faculty Rep. | Richardson Chiwi rich@comfsm.fm | x |  |  |  |
| 6. | FMI Faculty Rep. | Semesa Senikuracirisemesa@comfsm.fm |  |  |  |  |
| 7. | FMI Staff Rep. | Eva Buthung, ebuthung@comfsm.fm |  |  |  |  |
| 8. | Kosrae Campus Staff Rep. | Paliknoa Sigrah, psigrah@comfsm.fm  |  |  |  |  |
| 9. | Kosrae Campus Staff Rep. | Dokowe Georgedokoweg@comfsm.fm | x |  |  |  |
| 10. | National Campus Staff Rep. | Penselynn Etse Sampetse@comfsm.fm | x |  |  |  |
| 11. | National Campus Staff Rep. | Julius Cecilio cecilio@comfsm.fm | x |  |  |  |
| 12. | National Campus | Rudely Dacanay rdacanay@comfsm.fm |  |  |  |  |
| 13. | National Campus Faculty Rep. | Marvey Elias melias@comfsm.fm |  |  |  |  |
| 14. | National Campus Staff Rep. | Karleen M. Samuelkarleenm@comfsm.fm |  |  |  |  |
| 15. | National Campus Faculty Rep. | Kathleen Benjamin, kjbenjamin@comfsm.fm |  |  |  |  |
| 16. | National Campus Faculty Rep. | Deva Senerathgoda deva@comfsm.fm |  |  |  |  |
| 17. | National Campus Faculty Rep. | Brian Lynch brianl@comfsm.fm |  |  |  |  |
| 18. | National Campus Faculty Rep. | Marlene Mangononmmmangonon@comfsm.fm |  |  |  |  |
| 19. | National Campus Faculty Rep. | Magdalena Hallers mhallers@comfsm.fm | x |  |  |  |
| 20. | National Campus Faculty Rep. | Kiyoshi Phillip kphillip@comfsm.fm |  |  |  |  |
| 21. | CTEC Staff Rep. | Rensleen Joelresleen@comfsm.fm |  |  |  |  |
| 22. | CTEC Faculty Rep. | Alan Alosima Alana@comfsm.fm | x |  |  |  |
| 23. | CTEC Faculty Rep. | Joyce Roby jroby@comfsm.fm | x |  |  |  |
| 24. | CTEC Faculty Rep. | Xavier Yarofmal Yarofmal@comfsm.fm |  |  |  |  |
| 25. | SBA Representative |   |  |  |  |  |
| 26. | Yap Campus Staff | Debra Roth droth@comfsm.fm | x |  |  |  |
| 27. | Yap Campus Staff | Beverlyn Buw bbuw@comfsm.fm | x |  |  |  |
| 28. | Yap Campus Staff | Gertrude Mangarwen gertrudem@comfsm.fm | x |  |  |  |

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| Submitted by | Resida S. Keller | 9/13/2018 |  |
| **Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities**New Secretary elected: Resida KellerBoard Policy 4508 endorsed with minor addition to the policyBoard Policy 4500 endorsed as is. Next meeting: Sept. 05, 2018 |
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| **Actions by the President** |
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| **Item** | **Approved** | **Disapproved** | **Disapproved with Conditions** | **Remarks** |
| **1** |  |  |  |  |
| **2** |  |  |  |  |
| **3** |  |  |  |  |

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