

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

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|------------------------|---------------------------------------|--|------------------------------------|----------|
| Committee | | Recruitment, Admissions, and Retention | | |
| Date: October 03, 2018 | | Time: 1-2 PM | Location: Board Conference Room | |
| | | | National Campus VOIP 4515 PIN 7510 | |
| Members | | | | |
| | | | | |
| | 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 (National Faculty Rep) | Resida S. Keller resida@comfsm.fm | P | |
| 4. | (Yap Campus Staff Rep.) | Gertrude Mangarwen gertrudem@comfsm.fm | P | |
| 5. | Chuuk Campus Staff Rep. | Tandy Marar matandy@comfsm.fm | P | |
| 6. | Chuuk Campus Faculty Rep. | Richardson Chiwi chiwi@comfsm.fm | | A |
| 7. | FMI Faculty Rep. | Semesa Senicuracity semesa@comfsm.fm | | A |
| 8. | FMI Staff Rep. | Eva Buthung ebuthung@comfsm.fm | | A |
| 9. | Kosrae Campus Staff Rep. | Paliknoa Sigráh psigráh@comfsm.fm | p | |
| 10. | Kosrae Campus Staff Rep. | George Dokowe dokoweg@comfsm.fm | P | |
| 11. | National Campus Staff Rep. | Penselynn Etse Sam petse@comfsm.fm | | A |
| 12. | National Campus Staff Rep. | Julius Cecilio jcecilio@comfsm.fm | P | |
| 13. | National Campus Staff Rep. | Karleen M. Samuel karleenm@comfsm.fm | | A |
| 14. | National Campus Faculty Rep. | Kathleen Benjamin, kjbenjamin@comfsm.fm | | A |
| 15. | National Campus Faculty Rep. | Deva Senerathgoda deva@comfsm.fm | P | |
| 16. | National Campus Faculty Rep. | Brian Lynch brianl@comfsm.fm | P | |
| 17. | National Campus Faculty Rep. | Magdalena Hallers mhallery@comfsm.fm | P | |
| 18. | National Campus Faculty Rep. | Kiyoshi Phillip kphillip@comfsm.fm | | A |

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|-----|---|--|---|---|
| 19. | National Campus Faculty Rep. | Rudelyn Dacanay, rdacanay@comfsm.fm | | A |
| 20. | National Campus Instructional Coordinator | Joseph Felix Jr. felixjr@comfsm.fm | P | |
| 21. | CTEC Campus Faculty Rep | Alan Alosima Alana@comfsm.fm | P | |
| 22. | CTEC Campus Faculty Rep. | Joyce Roby jroby@comfsm.fm | | A |
| 23. | CTEC Campus Staff Rep. | Rensleen Joel rensleen@comfsm.fm | | A |
| 24. | CTEC Campus Faculty Rep. | Xavier Yarofmal yarofmal@comfsm.fm | P | |
| 25. | Yap Campus | Debra Roth droth@comfsm.fm | P | |
| 26. | Yap Campus | Beverly Buw bbuw@comfsm.fm | P | |

Additional Attendees

| | | |
|----|--------------|-----------|
| 1. | Doman Daoas | Registrar |
| 2. | Joey Oducado | VP EMSS |
| | | |

Major Agenda or Topic of Discussion

AGENDA

1. Moment of Silence
2. Reading of Mission Statement (Vice Chair Pelsihner)
3. Roll Call (Secretary Resida Keller)
4. Adoption of Agenda/September Minutes
5. Vice-Chairperson's new responsibilities
6. Board Policies: No. 4320; No. 4330 and No. 4335
7. Miscellaneous
8. Announcement
9. Adjournment

Discussion of Agenda and Information Sharing

1. The third RAR meeting started at 1:10pm with a moment of silence
2. Vice-Chair read the college mission
3. Secretary took note of attendance.
4. There was unanimous adoption of the Agenda/Minutes: The September 3, 2018 minutes, with updates to the membership (two members no longer on the committee—Marlene Manganon and Marvey Elias) was unanimously approved.
5. Vice-Chairperson's New Responsibilities: Chair explained that the Vice Chair's new responsibilities included posting the committee minutes onto the wiki page of the college website and being the *President elect* for the upcoming year and wanted the committee to consider including these in the TORs. VPEMSS explained that since there is already approved TORs for the committee, there would only need to be a motion to amend the current TORs under section D: Organization and include the new responsibilities. A motion made and seconded to amend the current TORs under section D was unanimously approved and carried.
6. Board Policies:

BP No. 4320: Adding and Dropping Classes-- After discussing the policy, it was noted that due to late registration, there is an impact on first day attendance and student success. Hence a motion was made and seconded to endorse BP No. 4320 as is with the recommendation to the IE/EMSS to conduct/pilot more research on the impact of late registration before any amendments are made to the policy. The motion carried.

BP No. 4330: Withdrawing from a Course was moved and seconded for adoption as is and was unanimously endorsed as is.

BP No. 4335: Withdrawing from all Courses was moved and seconded for adoption as is and was unanimously endorsed as is.

7. Miscellaneous: none
8. Announcement: none

Meeting adjourned at 2:05pm and the next meeting will be on Nov. 7, 2018.

Next Meeting: Nov. 7, 2018

Handouts/Documents Referenced

Prepared by:

Resida S. Keller

10/15/18

Approval of the Minutes and Response

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| | Titles /Reps | Names | Aye | Nay | Abstain | Remarks |
|----|------------------|-------------------------------------|-----|-----|---------|---------|
| 1. | Chairperson | Robert Jonas rjonas@comfsm.fm | x | | | |
| 2. | Vice Chairperson | Pelsihner Elias pelias@comfsm.fm | x | | | |

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|-----|------------------------------|--|---|--|--|--|
| 3. | Secretary | Resida Keller resida@comfsm.fm | x | | | |
| 4. | Chuuk Campus Staff Rep. | Tandy Marar, matandy@comfsm.fm | x | | | |
| 5. | Chuuk Campus Faculty Rep. | Richardson Chiwi rich@comfsm.fm | | | | |
| 6. | FMI Faculty Rep. | Semesa Senikuraciri semesa@comfsm.fm | | | | |
| 7. | FMI Staff Rep. | Eva Buthung, ebuthung@comfsm.fm | | | | |
| 8. | Kosrae Campus Staff Rep. | Paliknoa Sigrah, psigrah@comfsm.fm | x | | | |
| 9. | Kosrae Campus Staff Rep. | Dokowe George dokoweg@comfsm.fm | x | | | |
| 10. | National Campus Staff Rep. | Penselynn Etse Sam petse@comfsm.fm | | | | |
| 11. | National Campus Staff Rep. | Julius Cecilio cecilio@comfsm.fm | x | | | |
| 12. | National Campus | Rudely Dacanay rdacanay@comfsm.fm | | | | |
| 13. | National Campus Staff Rep. | Karleen M. Samuel karleenm@comfsm.fm | | | | |
| 14. | National Campus Faculty Rep. | Kathleen Benjamin, kjbenjamin@comfsm.fm | | | | |
| 15. | National Campus Faculty Rep. | Deva Senerathgoda deva@comfsm.fm | X | | | |
| 16. | National Campus Faculty Rep. | Brian Lynch brianl@comfsm.fm | X | | | |
| 17. | National Campus Faculty Rep. | Magdalena Hallers mhallery@comfsm.fm | x | | | |
| 18. | National Campus Faculty Rep. | Kiyoshi Phillip kphillip@comfsm.fm | | | | |
| 19. | CTEC Staff Rep. | Rensleen Joel resleen@comfsm.fm | | | | |
| 20. | CTEC Faculty Rep. | Alan Alosima Alana@comfsm.fm | x | | | |
| 21. | CTEC Faculty Rep. | Joyce Roby jroby@comfsm.fm | | | | |
| 22. | CTEC Faculty Rep. | Xavier Yarofmal Yarofmal@comfsm.fm | x | | | |
| 23. | Yap Campus Staff | Debra Roth droth@comfsm.fm | x | | | |
| 24. | Yap Campus Staff | Beverlyn Buw bbuw@comfsm.fm | x | | | |

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|-----|------------------|---|---|--|--|--|--|
| 25. | Yap Campus Staff | Gertrude Mangarwen gertrudem@comfsm.fm | x | | | | |
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| Submitted by | Resida S. Keller | 9/19/18 | |
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Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities

Minutes approved (with minor corrections to membership) by majority of the members. Board Policy 4501 was endorsed (with minor changes) by all the members. All members to review TORs for next meeting.

Actions by the President

| Item | Approved | Disapproved | Disapproved with Conditions | Remarks |
|------|----------|-------------|-----------------------------|---------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |

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