

**COLLEGE OF MICRONESIA-FSM  
Committee Minutes Reporting Form**

<b>Committee</b>	Student Success Committee	
<b>Date:</b> September 6, 2019	<b>Time:</b> 1:10pm-1:35pm	<b>Location:</b> Board of Regents Conference Room

**Members**

	Titles /Reps	Name	Present	Absent
1.	Chairperson	Timothy Mamongon	X	
2.	Vice Chairperson	Francis Alex		Child sick
3.	Secretary	Cindy Edwin	X	
4.	Ex.-Officio Member: VP EMSS	Joey Oducado		Off island travel (Board meeting)
5.	Chuuk Campus Staff Rep.	Wilson Bisalen		Other meeting
6.	Chuuk Campus Faculty Rep.	Ben Bambo Sr.		Faculty meeting
7.	FSM-FMI	Rufus Yaisolug	X	
8.	Kosrae Campus Staff Rep.	Arthur Jonas		Kosrae Liberation Day (observed)
9.	Kosrae Campus Faculty Rep.	Rosalinda Bueno		Kosrae Liberation Day (observed)
10.	Kosrae Campus Faculty Rep.	Annemarie Jameson		Kosrae Liberation Day (observed)
11.	CTEC Faculty Rep.	Brigeen Lawrence	X	
12.	CTEC Faculty Rep.	Nestor Mangubat	X	
13.	CTEC Faculty Rep.	Bertoldo Esteban	X	
14.	National Campus Staff Rep.	Nixon Soswa		Off island travel
15.	National Campus Staff Rep.	Sinobu Lebehn		X
16.	National Campus Staff Rep.	Benina Ilon	X	
17.	National Campus Faculty Rep.	Mike Ioanis	X	
18.	National Campus Faculty Rep.	Jothy John		X
19.	Yap Campus Staff Rep.	Cecilia Dibay		Community meeting with Board of Regents
20.	Yap Campus Staff Rep.	Susan Guarin		Community meeting with Board of Regents
21.	SBA			
22.	SBA			

**Additional Attendees:**

**Major Agenda or Topic of Discussion**

1. Take attendance/establish a quorum
2. Moment of silence
3. Reading of the Mission Statement

4. Welcome all members
5. Review/approve agenda
6. Approve minutes- May 3, 2019
7. Students survey on advisors
8. Misc.
9. Adjournment

### **Discussion of Agenda and Information Sharing**

1. Attendance was taken and quorum was declared at 1:10pm.
2. The committee had a moment of silence before proceeding.
3. The chairman read the college's mission statement.
4. The chairman welcomed all members, especially those new to the committee, and thanked those continuing from last year, for their work on the committee.
5. Motion made and seconded. The agenda was unanimously adopted as is.
6. The minutes of May 3, 2019 were emailed earlier for review. There were no further discussions and comments on the minutes. Motion made, seconded and the minutes were unanimously adopted as is.
7. Last year the committee looked at the results of the Community College Survey on Student Engagement (CCSSE) and saw that "Talked about career plans with an instructor or advisor" received a low rating from COM-FSM students. One reason this may be is that students do not go to their advisor so the committee generated the survey to find out why. The committee was unable to administer it before the end of the school year so we would very much like to move forward with it since we have already spent quite some time on it. The committee is not sure on how classes in the past were chosen for the survey but the committee decided that it would be best for faculty members on the committee to administer the survey so that they take the time to inform students on why it's being done and encourage them to be honest in their answers. One faculty from each campus will administer first. In the absence of faculty members at the state campuses, members can decide on who will administer. Chairman will get in touch with VP Caroline regarding printing of the survey and coordinating it at the state campuses. Target dates are September 13, get the survey printed; September 16-18, printed survey given to instructors; September 19- October 01, administer the survey.
8. Motion made and seconded to adjourn the meeting. The meeting ended at 1:35pm.

**Next Meeting: Friday, October 4, 2019**

### **Handouts/Documents Referenced**

- *May 3, 2019 minutes*
- *Students survey on advisors*

**College Web Site Link**

[www.comfsm.fm](http://www.comfsm.fm)

**Prepared by:**

Cindy Edwin

September 12, 2019

**Approval of the Minutes and Response**

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**Submitted by**

**Date:**

**Summary Decisions/Recommendations/Action Steps/Motions with Timeline and Responsibilities:**

**Actions by the President**

Item	Approved	Disapproved	Disapproved with Conditions	Remarks
1				
2				
3				