

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

Committee	Student Success Committee	
Date: December 6, 2019	Time: 1:11pm - 1:27pm	Location: Board of Regents Conference Room

Members

	Titles /Reps	Name	Present	Absent	Comments
1.	Chairperson	Timothy Mamongon	X		
2.	Vice Chairperson	Francis Alex	X		
3.	Secretary	Cindy Edwin	X		
4.	Chuuk Campus Staff Rep.	Wilson Bisalen	X		
5.	Chuuk Campus Faculty Rep.	Ben Bambo Sr.	X		
6.	FSM-FMI	Rufus Yaisolug		X	
7.	Kosrae Campus Staff Rep.	Arthur Jonas		X	
8.	Kosrae Campus Faculty Rep.	Rosalinda Bueno	X		
9.	Kosrae Campus Faculty Rep.	Annemarie Jameson		X	Urgent errand came up just before meeting
10.	CTEC Faculty Rep.	Brigeen Lawrence		X	
11.	CTEC Faculty Rep.	Nestor Mangubat	X		
12.	CTEC Faculty Rep.	Bertoldo Esteban		X	
13.	National Campus Staff Rep.	Nixon Soswa	X		
14.	National Campus Staff Rep.	Sinobu Lebehn		X	
15.	National Campus Staff Rep.	Benina Ilon		X	
16.	National Campus Faculty Rep.	Mike Ioanis	X		
17.	National Campus Faculty Rep.	Jothy John	X		
18.	Yap Campus Staff Rep.	Cecilia Dibay	X		
19.	Yap Campus Staff Rep.	Susan Guarin	X		
20.	SBA: Chuuk Secretary	Otoko Kannys		X	Final exam
21.	SBA				
22.	Ex.-Officio Member: EMSS				

Additional Attendees:

Major Agenda or Topic of Discussion

1. Attendance
2. Moment of Silence
3. Reading of the Mission Statement
4. Review of Agenda
5. Approval of minutes- Nov. 01, 2019
6. Student Survey update

7. Next meeting
8. Adjournment

Discussion of Agenda and Information Sharing

1. Quorum was declared at 1:11pm. The chairman started the meeting by having members review the agenda. There were no additions and/or changes so the agenda was approved as is.
2. Attendance was taken.
3. Moment of silence.
4. A member from National Campus read the Mission Statement.
5. The minutes from November 1st had been emailed earlier for review. A change was made to the attendance to indicate that Rosalinda Bueno was present.
A change that members will notice on the attendance is that "VPEMSS" (Vice President for Enrollment Management and Student Services) as Ex-Officio member will be removed. Last year Vice President Karen Simion sent a list to the committee officers but this year there was none. The committee's secretary checked the list on the committee's Wiki page and even though "EMSS Ex-Officio" was listed, she thought it was "VPEMSS". Since he has not attended a meeting yet this semester, she checked with the Information Technology staff who created the group's email and found that he is not included. The ex-officio member then is someone from EMSS and not the vice president. Last year it was Krystilyn Atkinson, Director of Student Life but she is no longer working at the college.
6. At our last meeting, Vice President Caroline suggested the committee hold off on administering the Student Survey in order for her to first speak with Cabinet on how to move forward with it. They met and a suggestion was made to include the survey with the Community College Survey on Student Engagement (CCSSE) that will be administered in spring. The committee's vice chairman has already made contact with those responsible for the CCSSE. The chairman thanked the committee for working on the survey and we will await the office of VP Caroline for the results. The committee thanks Vice President Caroline as this will alleviate the committee's task as we had originally planned for committee members to administer the survey. The committee's chairman and VP Caroline met and she said she has three tasks for our committee to work on. She is currently off island so we will wait to hear from her next semester on what these tasks are.
7. Our next meeting will be February 7 since the semester does not start until the Monday, January 6th. The chairman thanked the secretary for her reminders and the committee for all their work this semester.

The meeting ended at 1:27pm.

Next Meeting: February 7, 2020.

Handouts/Documents Referenced

- *November 01, 2019 minutes*

College Web Site Link

www.comfsm.fm

Prepared by:

Cindy Edwin

December 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				