

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

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| Committee | Student Success Committee | |
| Date: March 5, 2021 | Time: 1:00 – 2:00 (Pohnpei/Kosrae) 12:00 – 1:00 (Chuuk/Yap) | Location: Zoom |

Summary of Recommendations with Suggested Timeline & Responsibilities:

1. Recommendation to mention the first administration of the CCSSE in 2013 and another in 2014, and the reason for why it was decided on to have it every two years. Results of those surveys to also be included.
2. Members are to review the Strategic Plan Report (Measure 1.1, 1.4, 1.5, 1.6, 1.7, 1.8, 1.9) and work on Actions (that need to be taken) for each measure.

Members

| | Titles /Reps | Name | Present | Absent | Remarks |
|-----|---|------------------|----------------|---------------|---|
| 1. | Chairperson | Francis Alex | ✓ | | |
| 2. | Vice Chairperson | Wilson Bisalen | ✓ | | |
| 3. | Secretary | Cindy Edwin | ✓ | | |
| 4. | Ex.-Officio (Acting Director of Student Life) | Chelsea Rion | | ✓ | Technical difficulties (can't log in to Zoom) |
| 5. | CTEC Faculty Rep | Brigeen Lawrence | | ✓ | |
| 6. | CTEC Faculty Rep | Nestor Mangubat | | ✓ | Sick |
| 7. | CC Faculty Rep | Ben Bambo Sr. | ✓ | | |
| 8. | CC Faculty Rep | V-Three Raisom | | ✓ | |
| 9. | KC Student Services | Arthur Jonas | ✓ | | |
| 10. | KC Faculty Rep | Rosalinda Bueno | ✓ | | |
| 11. | KC Faculty Rep | Frehiwot Teshome | ✓ | | |
| 12. | KC Faculty Rep | Skipper Ittu | ✓ | | |
| 13. | FMI Student Services | Rufus Yaisolug | | ✓ | FMI recruitment at high school |
| 14. | YC Student Services | Cecilia Dibay | ✓ | | |
| 15. | YC Staff | Susan Guarin | | ✓ | |
| 16. | NC Health | Benina Ilon | ✓ | | |
| 17. | NC Counseling | Nixon Soswa | ✓ | | |
| 18. | NC Admin Services | Sinobu Lebehn | ✓ | | |
| 19. | NC Faculty | Mike Ioanis | ✓ | | |
| 20. | NC Faculty | Jothy John | ✓ | | |
| 21. | NC Faculty | Yvonne Gallen | ✓ | | |

| | | | | | |
|-----|---------------|----------------|--|---|--|
| 22. | SBA Chuuk Rep | Karlein Henzel | | ✓ | |
| 23. | SBA | | | | |

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|------------------------------|--|
| Additional Attendees: | |
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Agenda:

1. Call to order; Moment of silence
2. Reading of Mission Statement
3. Roll call; Declaration of quorum
4. Review of agenda
5. Approval of minutes
 - a. February 5, 2021
6. Report from Chairman on CCSSE custom questions (based on what we sent him)
7. Strategic Plan Report (draft from VP Caroline)
8. Miscellaneous
9. Next meeting
10. Adjournment

Agenda/Major Topics of Discussion:

Call to order; Moment of Silence

1. The chairman called the meeting to order at 1:04pm, followed by a moment of silence.

Reading of the Mission Statment

2. Nixon read the mission statement.

Roll Call; Declaration of Quorum

3. Quorum was declared.

Review of agenda

4. A proposal was made, seconded and passed to table #6, Report from Chairman on CCSSE custom questions (based on what we sent him) and focus today's meeting on #7, Strategic Plan Report, because it may take more time. There were no additions to the agenda.

Approval of minutes

5. The minutes of February 5, 2021 were emailed earlier for review. There were no discussions, comments or changes made.

Strategic Plan Report (draft from VP Caroline)

6. The committee is to review Strategic Measure 1.1, 1.4, 1.5, 1.6, 1.7, 1.8 and 1.9 and consider actions.

Strategic Measure 1.1 All five CCSSE benchmarks are exceeded

- The report includes the five CCSSE benchmarks, the college's scores, the scores of other small colleges and comparisons between our scores and that of other small colleges.

- The CCSSE is administered every two years during the spring semester. The first CCSSE was administered in 2013 and another in 2014, where it was then decided to have it every two years. The committee recommends that 2013 and 2014 be mentioned (in 1.1.1. Explanation of Date) and that the results (in tables) also be included.
- Discussion was made regarding whether or not what is stated in the (1.1.3.) Actions clearly reflect the committee's decision to create the survey regarding academic advisors. The benchmark of "Talking with an instructor or advisor about career plans" has always received a low rating so this is what got the committee interested in creating the survey since most students don't meet with their advisor even for academic reasons. A review of March 02, 2018 minutes revealed that "4m. Talked about career plans with an instructor or advisor" is included under Student-Faculty-Interactions so no change was made to the Action.

Strategic Measure 1.4 Average student semester credits earned is 12

- (1.4.1 Explanation of Data) The committee recommends that "Student Information System (MyShark)" be changed to (SIS) instead of (MyShark).
- Since the data/information are from the Office of Institutional Effectiveness (OIE), the chairman will work on the Action for this section.

Strategic Measure 1.5 Persistence rate (fall to spring) is 95%

- New students who enroll in fall and continue in spring
- If a student transfers to another institution of higher education, we count this as 'persisted', since they are continuing their studies, even though they are no longer with COM-FSM.
- (1.5.1. Data Explanation) "we count this this as 'persistent'. Need to delete one "this".

We will have a special meeting on March 19 to continue working on this. Each member is to review the report, individually or by campus, and work on an Action (that needs to be taken) for each measure. You can also take note of any changes, additions or feedback you may have. We were not given a deadline for this task but we only have two meetings left for the semester.

Miscellaneous

7. One member inquired about having refreshments during meetings. The committee does not have money for this and with meetings now being held through Zoom, members call in individually from different locations instead gathering together so this may not be possible.

Next meeting

8. March 19, 2021 (special meeting)

Adjournment

9. Motion made and seconded to adjourn the meeting. The meeting ended at 2:04pm.

Comments/Upcoming Meeting Date & Time/Etc.:

Next meeting schedule: March 19, 2021 (special meeting)

Handouts/Documents Referenced:

- February 5, 2021 minutes
- Strategic Plan Report (draft from VP Caroline)

College Web Site Linkwww.comfsm.fm**Prepared by:**

Cindy Edwin

Date Distributed:

March 12, 2021

Approval of Minutes Process and Responses:**Action by the President**

| Item # | Approved | Disapproved | Approved with Conditions | Comments |
|--------|----------|-------------|--------------------------|----------|
| 1 | | | | |
| 2 | | | | |
| 3 | | | | |