

COLLEGE OF MICRONESIA-FSM
Committee Minutes Reporting Form

Committee		Recruitment, Admissions, and Retention		
Date: January 16, 2019		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.	Chuuk Campus Staff Rep.	Tandy Marar matandy@comfsm.fm	P	
5.	Chuuk Campus Faculty Rep.	Richardson Chiwi chiwi@comfsm.fm	P	
6.	FMI Faculty Rep.	Semesa Senicuracity semesa@comfsm.fm		A
7.	FMI Staff Rep.	Eva Buthung ebuthung@comfsm.fm		A
8.	Kosrae Campus Staff Rep.	Paliknoa Sigrah psigrah@comfsm.fm		A
9.	Kosrae Campus Staff Rep.	George Dokowe dokoweg@comfsm.fm		A
10.	National Campus Staff Rep.	Penselynn Etse Sam petse@comfsm.fm	P	
11.	National Campus Staff Rep.	Julius Cecilio jcecilio@comfsm.fm		A
12.	National Campus Staff Rep.	Karleen M. Samuel karleenm@comfsm.fm	P	
13.	National Campus Faculty Rep.	Kathleen Benjamin, kjbenjamin@comfsm.fm	P	
14.	National Campus Faculty Rep.	Deva Senerathgoda deva@comfsm.fm	P	
15.	National Campus Faculty Rep.	Brian Lynch brianl@comfsm.fm	P	
16.	National Campus Faculty Rep.	Magdalena Hallers mhallery@comfsm.fm		A
17.	National Campus Faculty Rep.	Kiyoshi Phillip kphillip@comfsm.fm		A
18.	National Campus Faculty Rep.	Rudelyn Dacanay, rdacanay@comfsm.fm	P	

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

Additional Attendees

1.	Doman Daoas	Registrar

Major Agenda or Topic of Discussion

AGENDA

1. Moment of Silence
2. Reading of Mission Statement (Vlce Chair Pelsihner)
3. Roll Call (Secretary Resida Keller)
4. Adoption of Agenda/Approval of December Minutes
5. COMET: Review and Selection of Essay Prompts; Endorsement of the Revision Math Section of the COMET
6. Miscellaneous
7. Announcement
8. Adjournment

Discussion of Agenda and Information Sharing

Meeting began at 1:09pm by the V. Chair.

1. After a moment of silence, V. Chair proceeded to read the College's Mission Statement. (item #2)

3. Secretary took note of the attendance.

4. Motion was made and seconded to approve the December minutes with minor changes to the attendance (Yap staff member is no longer with RAR); note to correct month on the Agenda list (November not December minutes need approval) and deletion of old information at the end of the form that was overlooked by secretary. The December minutes (with modifications) were unanimously approved by all present.

5. a.) COMET Essay Prompts: Ex-Officio member, the registrar presented 18 COMET prompts that were submitted by the Languages and Literature division for review and selection by the RAR committee. Registrar read out each of the prompts and the members were asked to vote on ten of the prompts that they wanted to be included in the COMET. CTEC member asked for clarification on what the level of difficulty was of each of the prompts; members from the LangLit division who were on the committee clarified that the level of difficulty were all the same and that the intention of the division was to come up with prompts that would not require any specialized knowledge, research or experience to answer so that it would not be unfair for some students. It was voted on and agreed to by the committee that since there were 5 prompts that appeared to cover a similar topic that they would be selected as the first prompt for the pair/set and then the other 5 prompts would be selected by majority vote. 10 prompts were selected and motion was made to accept all 10 of the prompts for inclusion as part of the essay section of the COMET.

b.) The ex-officio then presented the revised section for Math and explained that the level of difficulty remained the same, the number of items was unchanged and the types of questions were similar to the older version. A motion was made and seconded to approve the revised Math section of the COMET. Motion was passed and carried.

6. Miscellaneous: none

7. Announcement: none except that the next meeting in Feb. will be on the 6th.

8. Meeting adjourned at 1:55pm and the next meeting will be Feb. 6, 2019.

Next Meeting: Feb. 06, 2019

Handouts/Documents Referenced

COMET Essay prompts and Revised COMET Math section

Prepared by:	Resida S. Keller	1/16/19	
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Approval of the Minutes and Response

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	Titles /Reps	Names	Aye	Nay	Abstain	Remarks
1.	Chairperson	Robert Jonas rjonas@comfsm.fm				
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	x			
5.	Chuuk Campus Faculty Rep.	Richardson Chiwi rich@comfsm.fm	x			
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				
9.	Kosrae Campus Staff Rep.	Dokowe George dokoweg@comfsm.fm				
10.	National Campus Staff Rep.	Penselynn Etse Sam petse@comfsm.fm	x			
11.	National Campus Staff Rep.	Julius Cecilio cecilio@comfsm.fm				
12.	National Campus	Rudely Dacanay rdacanay@comfsm.fm	x			
13.	National Campus Staff Rep.	Karleen M. Samuel karleenm@comfsm.fm	x			
14.	National Campus Faculty Rep.	Kathleen Benjamin, kjbenjamin@comfsm.fm	x			
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 mhaller@comfsm.fm				
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				
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			

Submitted by	Resida S. Keller	1/16/19	
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Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities

Minutes approved (with minor corrections) by majority of the members. 10 COMET Essay prompts and the Revised Math Section of the COMET was endorsed by all the members.

Actions by the President

Item	Approved	Disapproved	Disapproved with Conditions	Remarks
1				
2				
3				

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