

COLLEGE OF MICRONESIA-FSM  
Committee Minutes Reporting Form

Committee	<b>Recruitment, Admissions, and Retention</b>	
Date: February 9, 2022	Time: 1:05pm- 1:30pm	Location: Zoom Meeting
		Meeting ID: 923 8596 2374  Passcode: 54321

**Members**

	<b>Titles /Reps</b>	<b>Names</b>	<b>P</b>	<b>A</b>
1.	Chairperson (CTEC Faculty Rep.)	Mason Tihpen <a href="mailto:mason@comfsm.fm">mason@comfsm.fm</a>	√	
2.	Vice Chairperson (Yap Campus Faculty Rep.)	Maureen Horongorus <a href="mailto:mharongorus@comfsm.fm">mharongorus@comfsm.fm</a>		√ (Another Meeting)
3.	Secretary (National Campus Staff Rep.)	Penselynn Etse Sam <a href="mailto:petse@comfsm.fm">petse@comfsm.fm</a>	√	
4.	Chuuk Campus Faculty Rep.	Richardson Chiwi <a href="mailto:chiwi@comfsm.fm">chiwi@comfsm.fm</a>	√	
5.	Chuuk Campus Staff Rep.	Tandy Marar <a href="mailto:matandy@comfsm.fm">matandy@comfsm.fm</a>	√	
6.	Chuuk Campus Instructional Coordinator	Genevy Samuel <a href="mailto:gsamuel@comfsm.fm">gsamuel@comfsm.fm</a>	√	
7.	CTEC Faculty Rep.	Joyce Roby <a href="mailto:jroby@comfsm.fm">jroby@comfsm.fm</a>	√	
8.	CTEC Faculty Rep.	Salba Silbanuz <a href="mailto:silsa@comfsm.fm">silsa@comfsm.fm</a>	√	
9.	CTEC Staff Rep.	Rensleen Joel <a href="mailto:rensleen@comfsm.fm">rensleen@comfsm.fm</a>	√	
10.	CTEC Staff Rep.	Lorlain Mihkel <a href="mailto:lmikel@comfsm.fm">lmikel@comfsm.fm</a>	√	
11.	Kosrae Campus Faculty Rep.	Robert Jonas <a href="mailto:rjonas@comfsm.fm">rjonas@comfsm.fm</a>		√
12.	Kosrae Campus Staff Rep.	Paliknoa Sigrah <a href="mailto:psigrah@comfsm.fm">psigrah@comfsm.fm</a>		√

13.	Kosrae Campus Representative	Wiggins Sigrah <a href="mailto:wsigrah@comfsm.fm">wsigrah@comfsm.fm</a>		√
14.	Kosrae Campus Staff Rep.	Eileen Nena <a href="mailto:eileens@comfsm.fm">eileens@comfsm.fm</a>	√	
15.	Yap Campus Staff Rep.	Beverlyn Buw <a href="mailto:bbuw@comfsm.fm">bbuw@comfsm.fm</a>	√	
16.	Yap Campus Faculty Rep.	Jovita Masiwemai <a href="mailto:jovita@comfsm.fm">jovita@comfsm.fm</a>		√
17.	FMI Campus Staff Rep.	Joyce Sinem <a href="mailto:joysin@comfsm.fm">joysin@comfsm.fm</a>		√ (Another meeting)
18.	FMI Campus Staff Rep.	Rufus Yaisolug <a href="mailto:ryaisolug@comfsm.fm">ryaisolug@comfsm.fm</a>	√	
19.	FMI Campus Faculty Rep.	Alvin Sinem <a href="mailto:sinemat@comfsm.fm">sinemat@comfsm.fm</a>		√
20.	FMI Campus Faculty Rep.	Mike Mailuw <a href="mailto:mmail@comfsm.fm">mmail@comfsm.fm</a>	√	
21.	National Campus Faculty Rep.	Brian Lynch <a href="mailto:brianl@comfsm.fm">brianl@comfsm.fm</a>	√	
22.	National Campus Faculty Rep.	Deva Sennerathgoda <a href="mailto:deva@comfsm.fm">deva@comfsm.fm</a>	√	
23.	National Campus Faculty Rep.	Kathleen Benjamin <a href="mailto:kjbenjamin@comfsm.fm">kjbenjamin@comfsm.fm</a>		√
24.	National Campus Faculty Rep.	Pelsihner Elias Victor <a href="mailto:pelias@comfsm.fm">pelias@comfsm.fm</a>	√	

**Additional Attendees**

1.	Doman Daoas, Registrar (√)	
2.		

**Major Agenda or Topic of Discussion**

## **AGENDA**

1. Moment of silence
2. Reading of the Mission Statement – Vice Chair Maureen Horongorus
3. Roll Call – Secretary Penselynn Etse Sam
4. January 2022 minutes
5. Board Policy # 3105 -Student TOEFL Score
6. Board Policy # 4206 – Admission to Certificate of Achievement Programs
7. Miscellaneous
8. Adjournment

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

- Meeting was called to order at 1:05pm with a moment of silence followed by the reading of the college mission statement by the Chair in place of the Vice Chair. The reading of the mission statement was followed by roll call with sixteen (16) members and one (1) additional attendee present.
- The committee reviewed the January 2022 meeting minutes and agreed to change the next meeting date from February 2<sup>nd</sup> to February 9<sup>th</sup> due to the administering of the COMET during the week of February 2<sup>nd</sup>. It was moved and seconded to endorse the minutes with the made change(s). It was voted and all were in favor to endorse the January 2022 meeting minutes.
- An e-mail from Director of Academic Programs (DAP) regarding Board Policy 3105- Student TOEFL Score, was sent to the RARC Chair for the RAR Committee to review to see if this policy is needed since the college is using the COMET as a placement test. If it is needed, the committee is to review and recommend if it should be a stand-alone policy or if it can be combined to the Board Policy 4100 - COMET Entrance Criteria. The TOEFL and other standardized tests scores are considered for placement for those students applying from abroad where they cannot take the COMET. After a brief discussion and clarifications, it was moved and seconded to have Board Policy 3105 inserted under Board Policy 4100 as a separate criteria for admission under letter “C. Other criteria”. The committee voted and all were in favor of the motion.
- Board Policy 4206- Admission to Certificate of Achievement Program was recommended to keep as is for now to await the feedback and recommendations on the Quality Focus Essay. It was shared that there is a part in the Quality Focus Essay that will affect all of the college’s admissions policies. It was moved and seconded to leave the policy as it is. All were in favor to leave the Board Policy 4206 as is.
- Miscellaneous: A special meeting was called to review the Quality Focus Essay that was recently sent to the Chair from the VPEMSS. The committee will review the Quality Focus Essay and

provide feedback in the special meeting. Other miscellaneous were in regards to the administering of the COMET in Chuuk to students with special needs. The committee was informed that schools make requests to the college of special needs students who will be taking the COMET so that a separate proctor is available to administer the test to them. In the case that the proctors were not informed of the special needs student taking the COMET ahead of time, the proctors will inform the school and the student that he/she be scheduled to take the test at another time so that the proctors are prepared to administer the COMET to the student(s). Another concern regarding the COMET was the directions in the math test booklets did not align with the directions used on the answer sheets. In the math test booklets, the direction asked the students to circle their answers, while the directions given using the answer sheets stated that the students darken in the brackets next to the correct answer.

- Meeting was adjourned at 1:30pm.

Next meeting: **February 16, 2022** *Special Meeting*

### Handouts/Documents Referenced

Prepared by:

**Penselynn E. Sam**

### Approval of the Minutes and Response

--	--	--	--	--

	<b>Titles /Reps</b>	<b>Names</b>	<b>Aye</b>	<b>Nay</b>	<b>Abstain</b>	<b>Remarks</b>
1.	Chairperson (CTEC Faculty Rep.)	Mason Tihpen <a href="mailto:mason@comfsm.fm">mason@comfsm.fm</a>				
2.	Vice Chairperson (Yap Campus Faculty Rep.)	Maureen Horongorus <a href="mailto:mharongorus@comfsm.fm">mharongorus@comfsm.fm</a>				
3.	Secretary (National Campus Staff Rep.)	Penselynn Etse Sam <a href="mailto:petse@comfsm.fm">petse@comfsm.fm</a>				
4.	Chuuk Campus Faculty Rep.	Richardson Chiwi <a href="mailto:chiwi@comfsm.fm">chiwi@comfsm.fm</a>				
5.	Chuuk Campus Staff Rep.	Tandy Marar <a href="mailto:matandy@comfsm.fm">matandy@comfsm.fm</a>				
6.	Chuuk Campus Instructional Coordinator	Genevy Samuel <a href="mailto:gsamuel@comfsm.fm">gsamuel@comfsm.fm</a>				
7.	CTEC Faculty Rep.	Joyce Roby <a href="mailto:jroby@comfsm.fm">jroby@comfsm.fm</a>				

8.	CTEC Faculty Rep.	Salba Silbanuz <a href="mailto:silsa@comfsm.fm">silsa@comfsm.fm</a>				
9.	CTEC Staff Rep.	Rensleen Joel <a href="mailto:rensleen@comfsm.fm">rensleen@comfsm.fm</a>				
10.	CTEC Staff Rep.	Lorlain Mikel <a href="mailto:lmikel@comfsm.fm">lmikel@comfsm.fm</a>				
11.	Kosrae Campus Faculty Rep.	Robert Jonas <a href="mailto:rjonas@comfsm.fm">rjonas@comfsm.fm</a>				
12.	Kosrae Campus Staff Rep.	Paliknoa Sigrah <a href="mailto:psigrah@comfsm.fm">psigrah@comfsm.fm</a>				
13.	Kosrae Campus Rep.	Wiggins Sigrah <a href="mailto:wsigrah@comfsm.fm">wsigrah@comfsm.fm</a>				
14.	Kosrae Campus Staff Rep.	Eileen Nena <a href="mailto:eileens@comfsm.fm">eileens@comfsm.fm</a>				
15.	Yap Campus Staff Rep.	Beverlyn Buw <a href="mailto:bbuw@comfsm.fm">bbuw@comfsm.fm</a>				
16.	Yap Campus Faculty Rep.	Jovita Masiwemai <a href="mailto:jovita@comfsm.fm">jovita@comfsm.fm</a>				
17.	FMI Campus Staff Rep.	Joyce Sinem <a href="mailto:joysin@comfsm.fm">joysin@comfsm.fm</a>				
18.	FMI Campus Staff Rep.	Rufus Yaisolug <a href="mailto:ryaisolug@comfsm.fm">ryaisolug@comfsm.fm</a>				
19.	FMI Campus Faculty Rep.	Alvin Sinem <a href="mailto:sinemal@comfsm.fm">sinemal@comfsm.fm</a>				
20.	FMI Campus Faculty Rep.	Mike Mailuw <a href="mailto:mmail@comfsm.fm">mmail@comfsm.fm</a>				
21.	National Campus Faculty Rep.	Brian Lynch <a href="mailto:brianl@comfsm.fm">brianl@comfsm.fm</a>				
22.	National Campus Faculty Rep.	Deva Sennerathgoda <a href="mailto:deva@comfsm.fm">deva@comfsm.fm</a>				
23.	National Campus Faculty Rep.	Kathleen Benjamin <a href="mailto:kjbenjamin@comfsm.fm">kjbenjamin@comfsm.fm</a>				
24.	National Campus Faculty Rep.	Pelsihner Elias Victor <a href="mailto:pelias@comfsm.fm">pelias@comfsm.fm</a>				

Submitted by	<b>Penselynn E. Sam</b>	
--------------	-------------------------	--

**Summary Decisions/Recommendations/Action Steps/Motions with Timelines and Responsibilities**

**Actions by the President**

<b>Item</b>	<b>Approved</b>	<b>Disapproved</b>	<b>Disapproved with Conditions</b>	<b>Remarks</b>
<b>1</b>				
<b>2</b>				
<b>3</b>				

DISCLAIMER: This message is only intended for the addressee named above. Its contents may be confidential, privileged or otherwise protected. Any unauthorized use, disclosure or copying of this message or its contents is prohibited. If you are not the intended recipient, (i) please do not read or disclose it to others, (ii) please notify the sender by reply e-mail or phone, and (iii) please delete this communication from your system.