

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

<b>Committee</b>	Student Success Committee	
<b>Date: Friday, April 28<sup>th</sup>, 2023 (Special Meeting)</b>	<b>Time: 1:05pm-1:55pm Pohnpei/Kosrae 12:05pm-12:55pm Chuuk/Yap</b>	<b>Location: Zoom</b>

**Summary of Recommendations with Suggested Timeline & Responsibilities:**

**Members**

	<b>Titles /Reps</b>	<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Remarks</b>
1.	Chairperson	Tendy Liwy	✓		
2.	Vice Chairperson	Skipper Ittu	✓		
3.	Secretary	Wilson Bisalen	✓		
4.	Ex-Officio (Acting Director of Student Life)	Loatis Seneres		✓	NOC Meeting
5.	CC Faculty Rep	Miuty Nokar		✓	Medical Leave
6.	CC Faculty Rep	Ben Bambo Sr.		✓	Attending Faculty Meeting
7.	CTEC Faculty Rep	Brigeen Lawrence	✓		
8.	CTEC Faculty Rep	Jocelyn Pretrick	✓		
9.	CTEC Faculty Rep	Jean Ranahan	✓		
10.	CTEC Staff (Instructional)	Sra Mackwelung		✓	
11.	CTEC Staff (Instructional)	Beverly Ilemanglish	✓		
12.	CTEC Staff (Instructional)	Rihter Hellan		✓	
13.	CTEC Staff (Student Services)	Cindy Edwin		✓	Medical leave
14.	FMI Student Services	Rufus Yaisolug		✓	
15.	FMI Student Services	Joyce Sinem		✓	
16.	FMI	Tony Igeral		✓	
17.	KC Faculty Rep	Rosalinda Bueno	✓		
18.	KC Student Services Coordinator	Eileen Nena		✓	
19.	NC Student Services	Benina Ilon		✓	Medical Leave
20.	NC Student Services	Julia Martin		✓	Medical Leave
21.	NC Admin Services	Sinobu Lebehn		✓	
22.	NC Faculty	Jothy John	✓		
23.	NC Faculty	Mike Ioanis	✓		

24.	NC Staff	Francis Alex		✓	
25.	NC Staff	Amy Santiago		✓	
26.	YC Staff	Monalisa Layan	✓		
27.	YC Faculty Rep.	Delphina Giyetinag	✓		Medical Leave
28.	SBA Officers (President National Campus)	Vince Perman	✓		
29.	SBA Officers (Chuuk Campus)	Cody Elias		✓	
30.	SBA Officers (President from Kosrae Campus)	Brenesheen Charley		✓	
31.	SBA Officers (President from CTEC Campus)	Hosty Alexander		✓	
32.	SBA Officers (YC SBA President)	Jamee Fathal		✓	Ongoing SBA Activity
33.	SBA Officers (FMI Campus SBA Secretary)			✓	

- I. Call to Order;  
Moment of Silence  
Mission Statement
- II. Roll Call
- III. Adoption of minutes
- IV. Adoption of Agenda
  - Ex-Officio/Student Life Updates
  - Canvas Orientation
  - Powwow (Planning, Coordinating and Implementing)
- V. Miscellaneous
- VI. Adjournment

**I: The Chairperson called the meeting to order at 1:05pm Pohnpei/Kosrae Time and 12:05pm Chuuk/Yap Time followed by a Moment of Silence lead by Deacon Mike Ioanis. The Mission Statement was read by Chairperson.**

**II: The Roll Call was made by the Secretary through which he indicated that 13 out of the 33 members were present which meant that there was a quorum. (More members logged on while the meeting was ongoing)**

**III: Adoption of the March 2023 Special meeting minutes was adopted via online e-mail and confirmed on March 24<sup>th</sup>, 2023 meeting minutes.**

**IV: The Vice Chairperson then proceeded onto the Adoption of the Agenda of the meeting by first calling the Ex-Officio if he has any updates. There was a motion made by Chairperson that the agenda be adopted and it was seconded.**

- 1) **The first item on the agenda was Ex-Officio's updates. Unfortunately, Ex-Officio was not present to conduct his report.**
- 2) **The next item on the agenda was Canvas Orientation and solutions/information gathering Chairperson opened the floor for discussions.**
  - Chairperson further iterated that the discussion that was held during the Officers and Ex-Officio's meeting was that the Canvas Orientation be presented to the Administration to consider incorporating it into the Student Orientation.
  - Vice Chairperson re-iterated his earlier suggestion in one of the previous committee meetings that a new online learning platform in the future, should be properly disseminated and that the faculties and students be trained prior to the actual adoption/usage of the new platform.

- Chairperson indicated that it will be part of the series of recommendations that will be reported to the Administration as a problem to also find the solutions.
  - Chairperson then opened the floor to agree that Canvas be part of the report to the Administration and that it will be implemented. Results are: 9 members were in favor while 5 abstained from voting.
- 3) Chairperson proceeded onto the next item on the agenda that would also be in the recommendation letter to the Administration which was to find a solution to the high number of students on Mid Term Deficiency. As one of the solutions that was presented by the Campus Dean Roboman in February 2023's presentation. The solution was the POWWOW and that it is emulated across all the COM-FSM Campuses. He then opened up the floor for comments and voting. The results are that all thirteen (13) of the members that were presented agreed that the POWWOW be included to the report to the Administration.

V. Miscellaneous:

- \* Chairperson reminded everyone that Friday, May 5<sup>th</sup>, 2023 would be the last meeting for the Academic Year 2022-2023 and encouraged all members be present.
- \* Yap Campus representative indicated that they may not be able to attend due to having an award day at the same time from 1:00pm-2:00pm Pohnpei Time. She requested that the meeting day be moved either prior to Friday or after the meeting.
- \* Vice Chairperson recommended that it be on Friday, May 5<sup>th</sup>, 2023 at a later time from 1:00pm-2:00pm Pohnpei Time to 2:00pm-3:00pm Pohnpei Time.
- \* Secretary also concurred with moving the meeting time to later on in the day.
- \* CTEC Campus Faculty Representative indicated that there will also be an award day at 1:00pm-2:00pm Pohnpei/Kosrae Time and that moving it to a later time is also in concurrence.
- \* Chairperson then approved that the meeting date be at 2:15pm Pohnpei/Kosrae Time and 1:15pm Chuuk/Yap Time.

VI: Meeting was adjourned at 1:55pm Pohnpei/Kosrae Time and 12:55pm Yap/Chuuk Time.

<b>Comments/Upcoming Meeting Date &amp; Time/Etc.:</b>			
Next meeting schedule: Friday, May 5 <sup>th</sup> , 2023 at 2:15pm Pohnpei/Kosrae Time and 1:15pm Chuuk/Yap Time.			
<b>Handouts/Documents Referenced:</b>			
<b>College Web Site Link</b>			
<a href="http://www.comfsm.fm">www.comfsm.fm</a>			
<b>Prepared by:</b>	Wilson Bisalen	<b>Date Distributed:</b>	May 1 <sup>st</sup> , 2023
<b>Approval of Minutes Process and Responses:</b>			
<b>Minutes has been Adopted on Wednesday, May 3<sup>rd</sup>, 2023</b>			
<b>Action by the President</b>			

Item #	Approved	Disapproved	Approved with Conditions	Comments
1				
2				
3				