

**College of Micronesia – FSM
Committee (Working Group) Minutes Reporting Form**

Committee or Working Group:	Deans/Directors
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Date	Time	Location
June 6, 2016	10:00AM-11:00am	BOR Conference Room

Members	Name	Present	Absent	Remarks
VPIA	Karen Simion	X		Chair
Dean of Academic Programs	Maria Dison	X		
Director of LRC	Jennifer Helieisar	X		
Dean, Chuuk Campus	Kind Kanto	X		
Dean, Kosrae Campus	Nena Mike		X	
Dean, Yap Campus	Lourdes Roboman		X	
Director, Career & Technical Ed.	Grilly Jack	X		

Additional Attendees:	none
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Agenda/Major Topics of Discussion:
<p>VPIA –</p> <ul style="list-style-type: none"> • Announcements <ul style="list-style-type: none"> ○ VPIA ○ Jennifer Helieisar • Proposal for JEMCO Funding/Transitions from high school to college

Discussion of Agenda/Information Sharing:
<p>I. Announcements:</p> <p>VPIA</p> <ul style="list-style-type: none"> • Traveling to Honolulu June 17- 23, 2016 to attend NIFA grant report meeting. Maria Dison will be acting. • Traveling to Honolulu July 25 – 29, 2016, to attend the REL Pacific meeting with all state department of education directors and FSM Secretary of Education. Purpose is to engage in working sessions to clarify issues that may be hindering or supporting alignment of efforts to better support transitions to and through college. • Reconstituted a test coordinator position to director for Institute for Student Learning and Excellence in Teaching. The college priority is student success and is reflected in our strategic directions, self-evaluation report, quality focus essay, integrated educational master plan and resource allocations. The institute will be a place where faculty, staff, and students work together to promote student success and development of a learning culture guided by learning leaders. The institute will create culturally valuable, engaged, learning and teaching experiences by providing programming, resources and support for quality teaching and advising, and leadership for student success initiatives. <p>Director LRC</p> <p>Jenny just returned from Manila where she participated in a meeting to organize local library</p>

associations. A proposal to support the local organization of PIALA was completed. June 28 – July1, Jenny will travel to Guam to conduct a training for library associations.

II. Proposal for JEMCO Funding

Dean at Chuuk Campus has already be meeting regularly with the state DOE to identify needs of high school students and how the college might be of assistance. Dean Kanto will share information already discussed with this group by Friday, June 10.

Director of CTE/Pohnpei Campus will try to arrange a meeting with the chief of secondary education to get information and ideas. He will also try to get information on confirmation of the state director.

Deans from Kosrae and Yap need to meet with the state department of education directors to get preliminary ideas to put in the proposal.

This group will meet again on Monday, June 13 to share ideas and identify what should go into the proposal.

Some ideas right away include: curriculum alignment, teacher seminars, summer camps, library skills, financial planning, study skills, time management, etc.

Comments/Upcoming Meeting Date & Time/Etc.:

- Next meeting: June 13, 2016. 9:00 am in Chuuk and Yap; 10:00 am Kosrae & Pohnpei. VOIP 4519 PIN 5302.

Handouts/Documents Referenced:

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College Web Site Link:

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Prepared by:

VPIA

Date Distributed:

June 6, 2016

Approval of Minutes Process & Responses:

Submitted by:

Date Submitted:

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

1. Each campus dean/director to meet with Director of State Dept. of Ed. by Friday, June 10.