

**College of Micronesia – FSM
Committee Minutes Reporting Form**

Committee		Student Services Committee
Date: January 20, 2009	Time: 12:00pm-2:00pm	Location: Board of Regents Conference Room

Members Present:		Members Absent:
<ul style="list-style-type: none"> ▪ Ringlen Ringlen, Chair ▪ Karen Simion, Vice Chair 	<ul style="list-style-type: none"> ▪ Reedson Abraham, Director of Student Life 	<ul style="list-style-type: none"> ▪ Maylisa Ariote, LRC rep ▪ Cecilia Dibay, SSC(Yap) ▪ Switer Eter, SSC(Chuuk) ▪ Edwin Sione, Recreation rep (Pohnpei campus) ▪ Santus Sarongelfeg, SSC FMI ▪ Willer Benjamin, SSC Kosrae ▪ Eugene Edmund, Maintenance rep ▪ Angelina Tretnoff, Non-resident student ▪ Babyano Retuleilug, Resident student ▪ Sernida Eperiam, OAR rep
<ul style="list-style-type: none"> ▪ Jimmy Hick, Director Research & Planning 	<ul style="list-style-type: none"> ▪ Morehna Rettin-Santos, Director SSSP 	
<ul style="list-style-type: none"> ▪ Benina Ilon, College Nurse ▪ Johnson Sepeti, Dorm Manager 	<ul style="list-style-type: none"> ▪ Ermine Walliby, Coordinator Peer Counseling 	
<ul style="list-style-type: none"> ▪ Penselyn Etse, Lead Counselor ▪ Rudolfo Romero, Cafeteria Manager ▪ Patrick Werthog, FAO rep ▪ Warren Ching, Chief Security ▪ Delihna Ehmes, Faculty rep 	<ul style="list-style-type: none"> ▪ Jeff Arnold, SSC Pohnpei 	

Additional Attendees:	<i>none</i>
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Review and approval of minutes 2. Draft Alcohol Policy 3. Draft Guidelines for Student Activity Fee Requests 4. Briefing and recommendation from Founding Day Subcommittee 5. Briefing and recommendation on Spring 2009 Orientation and Registration 6. Others 7. Adjournment

Discussion of Agenda/Information Sharing:								
<p>The members agreed to meet every other Tuesday of the month starting at 12:00pm-2:30pm in the Board Conference Room. Listed below are the meeting schedules:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">February 3, 2009</td> <td style="width: 50%;">April 7, 2009</td> </tr> <tr> <td>February 17, 2009</td> <td>April 21, 2009</td> </tr> <tr> <td>March 3, 2009</td> <td>May 5, 2009</td> </tr> <tr> <td>March 17, 2009</td> <td></td> </tr> </table>	February 3, 2009	April 7, 2009	February 17, 2009	April 21, 2009	March 3, 2009	May 5, 2009	March 17, 2009	
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March 17, 2009								

1. Review and approval of minutes
 - The minutes of November 20, 2008 and December 11, 2008 were reviewed. Morehna moved and Ermine seconded that the members adopt the minutes as submitted. The motion passed. The Chair recommended that on the next meeting, the minutes to be sent out electronically for voting and adoption.
2. Draft Alcohol Policy
 - There was a lengthy discussion on this item. There are some inputs/comments about the draft policy. The Chair recommended that the working group modify the drafted policy and email to the committee members for review and comments.
3. Draft Guidelines for Student Activity Fee Requests
 - To make sure that all student activity requests are consistent, guidelines/criteria was drafted for VPSS approval. The working group also recommended that a waiver form be included for the students to sign for any off-campus activity. The VPSS office will be responsible to collect all waivers. Once the draft is modified and finalized, the Chair will send to the committee members for adoption.
4. Briefing and recommendation from Founding Day Subcommittee
 - The subcommittee members are divided into 8 smaller groups to make sure that everything goes smoothly on this day. Listed below are the subcommittees:

<u>Program</u>	<u>Public/Community and Relations</u>	<u>Health</u>	<u>Float</u>	<u>Logistic</u>	<u>Security</u>	<u>Food</u>	<u>Media</u>
Jeff Arnold, Co-Chair Eddie Haleyalig Joey Oducado Patrick Werthog Karen Simian Morehna Santos Reedson Abraham	Morehna Santos, Co-Chair Benina Ilon Joey Oducado Penselyn Etse Bastora Loyola PNI Campus SS Representative	Benina Ilon, Co-Chair Ermine Walliby Arinda Swingly PNI Campus SS Representative	Johnson Sepeti, Co-Chair SBA President DSO President Eugene Edmund Patricio Ramirez	Castro Joab, Co-Chair Eugene Edmund Sports & Recreation staff Maintenance staff PNI Campus SS Representative	Chief Security, Chair Security Staff/Officers	Rudy Romero Morehna Santos Benina Ilon Penselyn Etse Ermine Walliby Bastora Loyola PNI Campus SS Representative	Luciano Mathias, Chair

- A group lists will be emailed to the committee members for sign up tomorrow and if no one volunteer then he will assign each member to the group list. The subcommittee members came up with the following recommendations:
 - The venue is PICS Track and Field on April 1, 2009.
 - There will be floats and cultural activities on this day.
 - The march will start from the Spanish Wall to PICS Track & Field.
 - The Chair will email to the Club Presidents and advisors to invite the student's comments for this year's theme and to make a competition among the students for the theme.
5. Briefing and recommendation on Spring 2009 Orientation and Registration
The meeting was over the time limit so the Chair recommended that this item be discussed on the next meeting.
 6. Others
 - ✓ The Chair will include Rudolfo Romeo, Cafeteria Coordinator in the group email.
 - ✓ Morehna requested all members to please read and send in their comments on the Self-Study (Standard II) regarding student services.
 - ✓ The Chair requested all to review the Catalog on their respective areas and send in their comments before the deadline in March 2009.
 - ✓ Benina shared with the members the upcoming Leprosy Awareness Day on January 23, 2009, the presentation on January 27, 2009 and screenings on January 28, 2009 and January 30, 2009.
 7. Adjournment
The meeting is adjourned at 2:00pm.

Comments/Upcoming Meeting Date & Time/Etc.:
 ▪ *The next meeting is scheduled on February 3, 2009 in the Board Conference Room starting at 12:00pm – 2:30pm.*

Handouts/Documents Referenced:

1. *Agenda*
2. *Minutes of November 20, 2008 & December 11, 2008 meetings*
3. *Draft Alcohol Policy*
4. *Draft Guidelines for Student Activity Fee request*

College Web Site Link:
Link to where the minutes or information can be found on the college web site. Note the President has directed that all committee minutes be placed on the college web site.

Prepared by:	<i>Bastora Loyola, Secretary</i>	Date Distributed:	<i>Date emailed</i>
		<i>January 21, 2009</i>	<i>Jan. 21, 2009</i>

Approval of Minutes Process & Responses:
 Minutes posted thru email, January 21, 2009 for voting.

Submitted by:	<i>Ringlen Ringlen, Chair</i>	Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:

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4. Briefing and recommendation from Founding Day Subcommittee

Action by President: (this section will be filled in by the President's staff reflecting the President's

decision regarding the recommendation from the various committees)

Item numbers:	Approved:	Approved with conditions:	Disapproved:	Comments/Conditions: