

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

Committee or Working Group:	Student Services Committee
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Date: November 16, 2010	Time: 10:00am-12:00am	Location: BOR Conference Rm
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Members Present:			
Titles/Reps	Name	Present	Absent
Vice President for Student Services	Ringlen Ringlen	✓	
Director, Student Life	Reedson Abraham	✓	
Director, IRP	Jimmy Hicks		✓
Director, Academic Programs	Karen Simion		✓
Chuuk Campus SS Coordinator	Inda Maipi		✓
Kosrae Campus SS Coordinator			
Pohnpei Campus SS Coordinator	Jeffrey Arnold		✓
Yap Campus SS Coordinator	Cecilia Dibay		✓
FSM FMI SS Coordinator	Kasiano Paul		✓
Coordinator, Sports & Recreation	Castro Joab	✓	
College Nurse	Benina Ilon	✓	
Residence Halls Manager	Johnson Sepeti	✓	
Cafeteria Manager	Rodolfo Romero		✓
Bookstore Manager	Martin Mingii	✓	
OAR Rep	Sernihda Eperiam	✓	
FAO Rep	Arinda Swingly	✓	
Counseling Rep	Mike Ioanis		
SSSP Rep	Morehna Rettin-Santos		✓
Peer Counseling Rep	Ermine Walliby		
Maintenance Rep	Ami Thoses	✓	
LRC Rep	Mayliza Ariote		✓
Security Rep	Warren Ching		✓
Faculty/Staff Senate Rep	Delihna Manuel-Ehmes	✓	
IT Rep	Peter Pedrus	✓	
Student Rep (Resident)	Tatiana Garstang		✓
Student Rep (Non-Resident)	Yvonne Johnny		✓
<u>Executive Secretary to VPSS</u>	<u>Bastora Loyola</u>		✓

Additional Attendees:	Delihda Waltu was sitting for Ermine Walliby. Penselynn Etse was sitting for Mike Ioanis.
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Student Services Assessment Plans/Reports 2. Terms of Reference for Student Services Committee 3. Founding Day 2011 4. Other 5. Adjournment

Discussion of Agenda/Information Sharing:
<p><i>Since there is no additional agenda items from the members for discussion, the Chair started the meeting by thanking and welcoming everyone attending.</i></p> <ol style="list-style-type: none"> 1. <i>The Chair reminded everyone that each office needs to submit their revised FY2011 plan/report to the office of IRPO to reflect what the assessment committee discussed and endorsed. Based on the revised plan each office can complete their reports. Once the plans/reports are completed, you can easily complete the FY2012 budget. VPSS informed the</i>

- members that his office will be contracting Joey Oducado as the SS assessment coordinator and also encouraged each office to see him for assistance.*
2. *The VPSS fully explained requirement of the Student Services TOR to the members. He then encouraged everyone to participate in all meetings. Director of Student Life has been appointed to chair this committee since VPSS is chairing the Accreditation Standard III. The Chair opened the floor for nomination of Vice Chair to this committee. The committee unanimously nominated and voted Martin Mingii for Vice Chair.*
 3. *The next Founding is scheduled for Friday April 1, 2011. This time is celebration of cultural day. One major concern was that the clubs didn't have enough time for preparation. The Chair open the floor for comments/discussions:*
 - a. *The members to go over the after action survey for planning/organization of the next event.*
 - b. *The members to break up into groups to organize this event on the next meeting.*
 - c. *VPSS proposed the Chair to form an organizing committee to start deliberating what needs to be done instead of waiting for the next meeting.*
 - d. *The Chair will assign and send out the list later this afternoon.*
 4. *VPSS again thanked the acting Chair for his hard work and appreciated all his efforts and assistance.*
 5. *The meeting adjourned at 11:30am.*

Comments/Upcoming Meeting Date & Time/Etc.:

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Handouts/Documents Referenced:

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College Web Site Link:

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Prepared by:	Bastora Loyola	Date Distributed:	November 18, 2010
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Approval of Minutes Process & Responses:

Submitted by:	Ringlen Ringlen	Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:				
Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments
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