

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

Committee or Working Group:	Student Services Committee
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Date: February 7, 2011	Time: 1:00-2:00pm	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 Represenative	Jim Alexander	✓	
Bookstore Manager	Martin Mingii	✓	
OAR Rep	Vasantha Senarathgoda	✓	
FAO Rep	Arinda Swingly		✓
Counseling Rep	Mike Ioanis	✓	
Pohnpei Campus Sports & Rec	Edwin Sione	✓	
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	✓	
SBA President	Richard Porter	✓	
Student Rep (Non-Resident)			
<u>Executive Secretary to VPSS</u>	<u>Bastora Loyola</u>	✓	

Additional Attendees:	Francis Alex was sitting for Jimmy Hicks. Dalihda Waltu was sitting for Ermine Walliby.
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Clarification on Selection Criteria for Valedictorian 2. Recognition of Academic Honor upon Graduation 3. Updates on Founding Day 4. Others

Discussion of Agenda/Information Sharing:
<p>The Vice-Chair thanked and welcomed everyone attending the meeting. The meeting started at 1:10pm.</p> <ol style="list-style-type: none"> <i>1. According to Admission and Records, the selection of the valedictorian is based on the highest cumulative grade point average (GPA) in a graduating cohort. The members agreed and recommended that Karen and Delihna to draft a criteria for the Registrar to use to be given to the curriculum committee for review and endorsement.</i>

2. *As stated in the catalog, each semester all full-time students in a degree or certificate of achievement program who earn a semester grade point average of 3.0 to 4.0 without any incomplete grade are recognized on the Honor Roll.*
3. *The Chair and the members have formed a subcommittee to plan out the Founding Day event which is slated for April 1, 2011. With the assistance of the subcommittee, the opportunity had been given the Student Body Association to plan and organize the event. The student council will meet again this Friday to finalize their plan and will update the committee members during their next meeting.*
 - a. *Theme –a budget had been submitted to VPSS office on prizes for the theme competition. Students or members of each club can submit their themes no later than 2/11/11.*
 - b. *Judges - the student council decided to have six judges, three from National and three from Pohnpei campus. The national students selected three judges namely Dana Lee Ling, Rohazad Suaidi and Sue Moses. Pohnpei campus students will let us know once they selected their judges. The members recommended that the set criteria be given to the judges to follow.*
 - c. *Lining of teams – there will be a drawing among the teams for the marching of teams into the track & field*
 - d. *Floats – parade will start from the Spanish Wall to PICS track & field at 9:00am*
 - e. *Cultural performances – there are nine (9) teams and the members recommended that each team will perform one dance or skit and the time limit is 15-20 minutes.*
 - f. *Food – the members recommended 900 take-outs for this event, 400 take-outs from cafeteria and 500 take-outs will be catered out by VPSS office.*
 - g. *Portable toilets – the students requested the availability of the portable toilets*
 - h. *Setting up- setting up the track and tents, providing sound system, equipments is the responsibility of Sport and Recreation and maintenance.*
 - i. *Cleaning up - EVERYBODY*
4. *There is no other item from the committee members.*
5. *The meeting adjourned at 1:55pm.*

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:	February 25, 2011
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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:
 1.

Action by President:				
Item #	Approved	Disapproved	Approved with conditions	Comments