

College of Micronesia – FSM
Department of Enrollment Management & Student Services

Department’s Mission Statement

The Department of Enrollment Management & Student Services’ mission is to support student development by providing learner-centered programs and services that fulfill the diverse educational, recreational, social, and cultural needs of student population and the College’s community.

Minutes Reporting Form

Committee or Working Group:	Management of Enrollment Management & Student Services		
Date	Time	Location	
March 23, 2021	2pm – 4pm	BOR Conference Room	

Members Present:				
Titles/Representative	Name	Present	Absent	Remarks
Vice President for Enrollment Management & Student Services	Joey Oducado	✓		
Lead Counselor	Penselynn E. Sam		✓	Attended her mother-in-law’s funeral
Director of Financial Aid Office	Faustino Yarofaisug	✓		
Director of Admissions, Records and Retention	Doman Daoas	✓		
Executive Director of Center for Entrepreneurship	Timothy Mamangon		✓	Attended a presentation ceremony at Australian Embassy
Acting Student Life Director	Chelsea Rion	✓		
Coordinator, Sports & Recreation	Loatis Seneres	✓		
Campus Nurse	Benina Ilon	✓		
Residence Hall Manager	Marlou Gorospe	✓		
SSC, Yap campus	Cecelia Dibay		✓	
SSC, Kosrae campus	Arthur Jonas		✓	
Supervisor, Safety & Security	Terry Marcus	✓		
Counselor, Chuuk	Wilson Bisalem		✓	SBA was using his laptop
Counselor, National	Nixon Soswa	✓		
Counselor, CTEC	Cynthia Edwin	✓		
Work-Study Coordinator	Tetaake Yeeting	✓		
Secretary	Bastora Loyola	✓		

Discussion of Agenda/Information Sharing:

A quorum having been established, the Chair called the meeting to order at 2:02pm.

1) Updates on working progress on Standard IIC- Student Support Services:

- After some final adjustments to the drafted write-up for Standard IIC.1, it's now completed and uploaded into the drop box.*
- Under Standard IIC.1, we have student support services that are regularly assessed and evaluated to ensure effectiveness in supporting student learning outcome and enhancing the achievement of the college's mission.*
- Director of Financial Aid Office and Director of Center for Entrepreneurship were advised to assist the other lead writers for their sections of their draft report.*
- The Chair reminded the members again the narratives should be short and comprehensive and consist of ten pages only.*
- The Chair recommended each unit to create a table for their office services, either in-person or on-line to proof equitable and accessible student support services, regardless of sites, locations, and means of delivery.*
- The Chair expressed his appreciation to Work-Study Coordinator and Counselor Nixon for submitting the drafted write-up for Standard IIC.2 and recommended for some adjustment to make it more straight forward and comprehensive.*
- To complete its part of evidence of meeting the standard, the Work-Study Coordinator requested the members to provide their unit's student learning outcome (SLO).*
- The Chair recommended the Director of OARR to provide a matrix of all operational learning outcomes for each student support services to guide continued quality improvement and appropriate services.*
- For next meeting, the writing team will review the final write-up for Standard IIC.2, and further review the next Standard IIC.3 for comments and feedbacks.*

2) Others

- The Chair expressed the department's deepest condolences to the Work-Study Coordinator and his family for the passing of his father.*
- The next meeting is scheduled on March 26, 2021 at 2pm in the BOR conference room.*
- The meeting adjourned at 3:10pm.*

Prepared by	Submitted to
Bastora Loyola Secretary to the office of Vice President for Enrollment Management & Student Services	Joey A. Oducado Vice President for Enrollment Management & Student Services