

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	
February 22, 2022	9am – 11am	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	✓		
Acting Director, Financial Aid Office	Arinda S. Halbert	✓		
Director/Registrar, Admissions, Records and Retention Office	Doman Daoas	✓		
Acting Director, Student Life	Loatis Seneres	✓		
Executive Director, Center for Entrepreneurship	Timothy Mamangon	✓		
College Nurse	Benina Ilon	✓		
Residence Halls Manager	Marlou Gorospe	✓		
Security & Safety Supervisor	Terry Marcus	✓		
Secretary	Bastora Loyola	✓		

Discussion of Agenda/Information Sharing:
<p>Call to Order <i>A quorum having been established, the presiding chair called the meeting to order. Terry Marcus recited the College’s mission statement.</i></p> <p><u>Updates or high lights from each unit</u></p> <p>1. <i>Financial Aid Office</i></p> <ul style="list-style-type: none"> • <i>For this academic year, the current level of funding for PELL grant is over \$7 million.</i> • <i>SEG student assistants are awarded to residence hall students in the amount of \$105,000.00</i> • <i>FSM scholarship checks worth of \$50,000.00 were received for Spring2022.</i>

- *Work-study applications are ongoing except for the campuses of Chuuk and Kosrae.*
- *Approximately over 90% of Spring2022 enrollment are PELL eligible at National campus. Chuuk and Kosrae campuses were slowly processing their FAFSA applications.*

2. Center for Entrepreneurship

- *Because of fluctuation of prices, the center requested additional \$400,000.00 for the Greenhouse project. Last week, the center received approval letter that the Economic Development Administration (EDA) grant has been increased from 1.09 to 1.4 million. The payment for the contractor has been requested awaiting certification at business office.*
- *\$9 million has been approved from Micronesian Conservation Trust (MCT) thru Global Climate Change Fund. Agriculture with business component workshops started in Pohnpei and will continue to the state campuses. The center is currently hiring alumni as GCF Grant Coordinators to do administrative duties at each campus.*
- *UNICEF will be celebrating the World Water Day in March 2022. They will be testing the quality of water for twelve schools in Pohnpei and later will explain the results of their finding to the teachers and students.*
- *Vehicles are available for transportation at each campus are limited to grant related activities only.*

3. Counseling office

- *Currently there are ten tutors for Spring2022, three at Yap campus, one at Kosrae campus, two at Chuuk campus and four at National campus.*
- *VPEMSS recommended Counselor Nixon Soswa to request financial resources to support his upcoming visits regarding Education USA to the high schools in the FSM. All communications from Nixon for Education USA should go thru the Lead Counselor for review and/or consideration.*
- *Test taking workshop for students in preparation for their mid-term exams is scheduled today and tomorrow in the MITC viewing rooms starting at 12pm-1pm.*
- *Counselor Julia Martin applied for leave starting today until March 7, 2022 to attend a funeral in the Mortlock islands.*

4. Health Services

- *Screening for Leprosy & Tuberculosis (TB) to students, faculty and staff at national campus dispensary is scheduled on March 23 – 30, 2022.*
- *COVID-19 booster shots, flu shots and regular vaccinations will be administered to students, faculty and staff as well as walk-in individuals at CTEC student center on March 11, 2022.*

5. Student Life

- *The renovation of the student's cultural huts were completed, followed by a blessing ceremony on February 18, 2022. The event was a successful one.*
- *All staff at Sports and Recreation and Student Life are registered to participate in the Fire Fighters training on February 24-25, 2022.*
- *Five student clubs/organizations are registered at National campus in which they are participating for the cultural presentation during Founding Day on April, 1, 2022. The Founding Day celebrations will be held at national campus.*
- *VPEMSS recommended for a handicraft as token of appreciation to Dr. Paul Dacanay for his tremendous help with the students physical examinations to participate in the ball games during Founding Day event.*

- *VPEMSS urged the SBA President to participate in committee meetings.*

6. *Residence Halls*

- *Both residence halls for male and female reached the maximum capacity.*
- *Two students contracted the chicken box and were confined in isolation rooms to be transported to the hospital for treatments.*
- *Requested maintenance for another bus as the current one is malfunctioning.*
- *Working with IT to order printer for their computer lab.*
- *Currently have two staff on special contracts.*
- *The water pressure is too low for the residents to use the washing machines. The maintenance office is working with PUC to fix the problem.*

7. *Security & Safety office*

- *Fire fighters training will be held at the practice gym on March 24-25, 2022. All security officers at national campus are urged to attend.*
- *Bank of FSM is planning to cash the students HERRF checks at national campus and are requesting security officers for safety measures.*

8. *Admissions, Records & Retention office*

- *The Spring2022 COMET had been completed at all private and public high schools as well as the state campuses in Chuuk, Pohnpei and Yap. Kosrae high school COMET is scheduled at the end of this month.*
- *Mid-term evaluations are scheduled on February 28 – March 1, 2022.*
- *Early registration for Summer2022 is scheduled on April 4-8, 2022.*

9. *VPEMSS office*

- *All in-house staff development requests should be approval by the vice president prior to registration.*
- *Completed Standard IIC of the ISER for Accreditation team’s review in August 2022.*
- *Program review reports for Center for Entrepreneurship, Security & Safety and Student Life are due this year. The draft will be ready for VPEMSS’ review in October.*
- *VPEMSS is on approved leave starting March 1-10, 2022 for medical check-up in the Philippines. He will be working remotely until he returns to office. Doman Daoas has been delegated as acting VPEMSS.*
- *Any purchase request over \$1,000 will be approved by VPEMSS.*
- *Monthly meeting is scheduled on the first Monday of the month.*

Adjournment

The meeting adjourned at 11:30am.

Prepared by	Submitted to
<p style="text-align: center;">Bastora Loyola Secretary to the office of Vice President for Enrollment Management & Student Services</p>	<p style="text-align: center;">Joey A. Oducado Vice President for Enrollment Management & Student Services</p>