

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

Committee or Working Group:	Executive Committee
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Date	Time	Location
February 12, 2016	2:00PM- 2:55PM	Board Conference Room

Members	Name	Present	Absent	Remarks
President	Joseph M. Daisy		x	Off island on college business
VPAS	Joseph Habuchmai		x	
VPCRE	Jim Currie	x		
VPIA	Karen Simion	x		
VPIEQA	Frankie Harriss	x		Acting Chair
VPEMSS	Joey Oducado		x	Sick
Dean, Chuuk Campus	Kind Kanto	x		
Dean, Kosrae Campus	Nena Mike	x		
Dean, Yap Campus	Lourdes Roboman	x		
Director, Career & Technical Ed.	Grilly Jack	x		
Chair, Management Team	Jimmy Hicks	x		
President, Faculty/Staff	Martin Mingii	x		
President, SBA	Brandon Kiyomasa	x		
Chief of Staff	Universe Yamase	x		

Additional Attendees:	Student Success Committee Representative
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Agenda/Major Topics of Discussion:
<ol style="list-style-type: none"> 1. Reading of the Mission Statement 2. Call to order; Declaration of Quorum 3. Review of Agenda 4. Adoption of Minutes <ol style="list-style-type: none"> I. December 11, 2015, Meeting II. February 4, 2016, Special Meeting 5. Guest <ol style="list-style-type: none"> I. Student Success Committee Representative <ol style="list-style-type: none"> a. Student Success Definition

Discussion of Agenda/Information Sharing:
<ol style="list-style-type: none"> 1. Reading of the Mission Statement- This agenda item was not performed. 2. Call to order; Declaration of Quorum- Cleared 3. Review of Agenda- Cleared 4. Adoption of Minutes <ol style="list-style-type: none"> I. December 11, 2015, Meeting- A motion was made to adopt the minutes with the

suggested changes and comments. VPCRE moved and President of FSS seconded. EC endorsed the minutes.

II. February 4, 2016, Special Meeting- A motion was made to adopt the minutes with the suggested changes and comments. VPCRE moved and President of FSS seconded. EC endorsed.

5. Guest

I. Student Success Committee Representative

a. Student Success Definition- A representative from the Student Success Committee proposed the “student success” definition which stated:

“Student success is enrolling a student, taking the student through a program in a timely fashion, and then graduating with the necessary skills or knowledge to gain employment in their field of study or to transfer to other institutions to continue towards a higher degree.”

He mentioned that defining “student success” was an ongoing dialogue since 2015. He furthermore shared that student success was not merely about graduating students but also ensuring students were transferring to a four-year university and had the ability to possess skills for employment. The acting chair opened up to the executive committee members for dialogue about the “student success” definition. Comments like:

- The college needed to improve on tracking students who graduated and moved on to a four-year university
- Majority of COM-FSM students’ perspective of student success was graduating and doing that in a timely manner
- It is necessary that the task of generating a definition should be measurable and observable to determine whether COM-FSM fosters student success

After an in-depth dialogue about the “student success” definition, the acting chair shared what EC will be tasked to do next with the “student success” definition. The next step for EC members was to share the “student success” definition with their constituents for feedback and report to EC on April 8, 2016, meeting. Their constituents should comment and articulate specific targets of student success and how those targets would be measured.

Comments/Upcoming Meeting Date & Time/Etc.:

- SBA president shared that National Campus SBA will be meeting on February 26, 2016, and seeking the assistance of the state campus director, deans and VPEMSS to inform its campus student body association to participate in their meeting.

Handouts/Documents Referenced:

- December 11, 2015, EC Minutes
- February 4, 2016, EC Minutes
- February 12, 2016, EC Agenda
- Student Success Definition document

College Web Site Link:

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Prepared by:	Chief of Staff	Date Distributed:	February 15, 2016
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Approval of Minutes Process & Responses:
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Submitted by:		Date Submitted:	
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Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities:
1. The next step for EC members was to share the “student success” definition with their constituents for feedback and report to EC on April 8, 2016, meeting. Their constituents should comment and articulate specific targets of student success and how those targets would be measured.