

**COLLEGE OF MICRONESIA - FSM
BOARD SELF-ASSESSMENT SURVEY
SUMMARY REPORT**

January 2013

**COLLEGE OF MICRONESIA-FSM
BOARD OR REGENTS SELF-ASSESSMENT
SUMMARY
JANUARY, 9, 2013**

This Self-Assessment comprises eleven criteria, each of which addresses an area of major board responsibility which explored in the COM-FSM Board development workshop of August 2012. Based upon AGB criteria, they are:

- Institutional Mission
- Academic Governance and Educational Policies
- Institutional Planning
- Board/Chief Executive Relationships
- Physical Plant
- Financial Management
- Financial Support
- Board Membership
- Board Organization and Performance
- Board Relations with Key Constituents
- Accountability to the Public

The assessment results report findings of thirty-nine (39) best practices where the Regents' self-assessment indicates a clear consensus that they are meeting the specific criterion. There are also nine (9) recommendations for future action to make the Board even more highly effective.

CRITERION 1: INSTITUTIONAL MISSION AND GOALS

Finding:

The College's Mission is integral to the well-being of the FSM.

Recommendation:

The current Mission Statement could be a more useful guide to the board, faculty, and administration if it were more clear & succinct.

CRITERION 2: ACADEMIC GOVERNANCE AND EDUCATIONAL POLICIES

Finding:

It is not clear that recommendations for the addition or discontinuation of degree programs are consistent with the mission.

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CRITERION 3: INSTITUTIONAL PLANNING

Findings:

The planning process is ongoing and comprehensive.

The college community is adequately involved in the planning process.

The Board is involved in the planning process in appropriate ways.

Recommendation:

The Board would like to see a schedule developed for reviewing and revising the Master Plan's contents on a regular basis and those of the component plans.

CRITERION 4: BOARD-CHIEF EXECUTIVE RELATIONSHIPS

Findings:

The Board has delegated requisite and appropriate authority to the President to lead and manage the institution.

There is a good relationship between the Board & the President that is characterized by mutual respect.

Communication from the president to the Board is timely and appropriate.

The president appropriately respects the Board's ultimate authority regarding policy.

The Board publicly supports the president when he must make difficult decisions affecting people and programs.

CRITERION 5: PHYSICAL PLANT

Findings:

The Board receives regular reports on the uses and condition of the physical plant.

The Board is satisfied that maintenance programs are adequate and maintenance is not being unreasonably deferred.

The Board needs to receive a current Master Plan for the physical campuses.

The Board appropriately delegates physical plant decisions to staff.

The Board considers the aesthetic attractiveness of the campuses and its impact on student recruitment.

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CRITERION 6: FINANCIAL MANAGEMENT

Findings:

The Board recognizes its fiduciary responsibility for prudent fiscal management.

The Board has sufficient information to make sound budget decisions.

The Board receives regular financial reports providing comparisons of income and expenditures for the same period in the preceding fiscal year.

The Board requires that changes in an existing program or a new program requiring substantial additional funding come to the board.

Board oversight of finances allows the administration sufficient flexibility to operate efficiently.

Recommendation:

The Board should consider developing a committee to meet privately with the external auditors to review finances, findings and any concerns.

CRITERION 7: FINANCIAL SUPPORT

Findings:

The Board actively engaged in advocacy for public resources.

The Board enjoys a credibility and rapport with FSM's government that results in an appropriate share of public funds and adequate funding of the College.

CRITERION 8: BOARD MEMBERSHIP

Findings:

The Board's composition is sufficiently diverse to reflect the broad backgrounds, interests, and perspectives of the citizens of FSM served by the College.

The Board membership is influential in the cultural, economic and political life of the Federates States of Micronesia.

The Board has sufficient understanding of the academic culture, institutional organization, personnel and budget matters of the College.

The Board is able to enhance public confidence and trust in the governance of the College and has a satisfactory means of communicating its membership needs to the FSM Cabinet when applicable.

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The Board has an orientation program and an established process of continuing education for its members.

The Board respects the principle of avoiding partisan politics in their decisions, including their responsibility to be independent of political influence from the appointing authority.

The Board has a statement on board ethics or expectations regarding board conduct and participation and has adopted an effective conflict-of-interest policy.

CRITERION 9: BOARD ORGANIZATION AND PERFORMANCE

Findings:

The Board meetings include appropriate and sufficient supporting information, but would appreciate more timely distribution of materials advance of the Board meetings.

At least a week before electronic might be something to experiment with

The number and length of Board meetings is sufficient to properly take care of the board's governance responsibilities.

The Board has processes in place for assessing its performance.

Board meetings are well conducted, i.e., informative, engaging and action oriented.

Recommendation:

The Board and the President can work together to make more actively engaged Board meetings.

- Projects/Directives/Action Items should be used for focused reports at meetings, perhaps made by Regents
- Adm. reports are lengthy and can be more succinct
- Strategic Regular reports Goals on Strategic Institutional Outcomes, the Board's Two-Year Action Agenda, and scheduled program reviews
- Develop dashboards against known KPIs

Recommendation:

The Board has a formal, written set of bylaws that help guide its responsibilities, organization, and actions. They are regularly reviewed and updated. It is time for a complete review. It is recommended a regular cycle of review be established by Board action and inserted into the By-laws.

Recommendation:

The Board has not reviewed its committee structure in recent years and should do so to assure that it handles its work efficiently.

CRITERION 10: BOARD RELATIONS WITH KEY CONSTITUENCIES

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Findings:

The Board has policies on academic freedom and faculty responsibilities as well as faculty grievance procedures.

The Board maintains good relationships with key elected and appointed officials in concert with the president.

The Board might wish to explore more appropriate and effective means of communicating with, and seeking advice and recommendations from, faculty leaders while respecting the president's office and responsibilities.

Recommendation:

The Board is not satisfied that it is in touch with alumni/alumnae and their expectations for and perceptions of the College. It is recommended that it might consider holding alumni receptions in conjunction with regional Board meetings as a first step to establishing an Alumni Association.

CRITERION 11: ACCOUNTABILITY TO THE PUBLIC

Findings:

The Board maintains a good balance between advocacy (of the institution's needs) and accountability (serving the needs of FSM).

The Board has the confidence of the majority of the people and organizations external to the institution (e.g. business and private sector leaders, the schools, and government).

The Board keeps FSM citizens and leaders well informed about COM-FSM activities, educational perspectives, and plans.

Recommendation:

The Board is not satisfied with its role in promoting the public image of the College to the wider community and might consider developing a structure to make use of citizen advisory committees.

Options to consider implementing include:

- A Board of Visitors
- State campus level advisory boards
- Instructional/Program Advisory boards
- Parent advisory groups
- A Foundation Liaison Board

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Summary of Recommendations:

1. The current Mission Statement could be a more useful guide to the board, faculty, and administration if it were more clear & succinct.
2. The Board would like to see a schedule developed for reviewing and revising the Master Plan's contents on a regular basis and those of the component plans.
3. The Board should consider developing a committee to meet privately with the external auditors to review finances, findings and any concerns.
4. The Board and the President can work together to make more actively engaged Board meetings.
 - Projects/Directives/Action Items should be used for focused reports at meetings, perhaps made by Regents
 - Adm. reports are lengthy and can be more succinct
 - Strategic Regular reports Goals on Strategic Institutional Outcomes, the Board's Two-Year Action Agenda, and scheduled program reviews
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5. The Board has a formal, written set of bylaws that help guide its responsibilities, organization, and actions. They are regularly reviewed and updated. It is time for a complete review. It is recommended a regular cycle of review be established by Board action and inserted into the By-laws.
6. The Board has not reviewed its committee structure in recent years and should do so to assure that it handles its work efficiently.
7. The Board is not satisfied that it is in touch with alumni/alumnae and their expectations for and perceptions of the College. It is recommended that it might consider holding alumni receptions in conjunction with regional Board meetings as a first step to establishing an Alumni Association.
8. The Board is not satisfied with its role in promoting the public image of the College to the wider community and might consider developing a structure to make use of citizen advisory committees. Options to consider implementing include:
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