



Report to the Board of Regents

Administrative Services | Enrollment Management and Student Services | Instructional Affairs | Institutional Effectiveness and Quality Assurance

March 8-9, 2017, Meeting, Kolonia, Pohnpei, Federated States of Micronesia



Department for INSTITUTIONAL EFFECTIVENESS AND QUALITY ASSURANCE

VPIEQA Frankie Harris

Academic Quality

The US Department of Education (USED) has created a college scorecard to increase public transparency and institutional accountability for performance. The intent is to better inform parents and prospective students about the performance of colleges and universities, so that they can make best choices for the higher education institution the student attends, In other words choosing options that might be better return value for the money spent for that education. The outlying institutions, such as COM-FSM, are also listed under the college score card. The USED uses data COM-FSM provides via the Integrated Postsecondary Education Data System (IPEDS). Those data are reported annually in compliance with Title IV (Pell Access).

COM-FSM is below the US national average for tuition (ideal), but is also below the US national average for

graduation rates and salary after attendance (not ideal). For comparison, these same data from Guam Community College are provided. Additionally, the scorecard provides data on retention, diversity, academic programs, and student loan debt/default (COM-FSM does not offer student loans).

Collectively, these few metrics fail to capture the complete story of an institution and its performance, but they are key metrics for which USED is holding institutions accountable. For example, for the last 2 years, COM-FSM has had to explain its increased cost in tuition and fees (any increase at 5%+ must be explained). And, all community colleges must maintain a graduation rate above 15% or provide assurances to its accrediting agency and the USED of actions they will be taking to increase those rates (Title IV compliance and access).

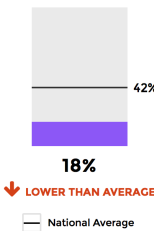
Core Values and Mission Statement

On behalf of the Strategic Planning Working Group (SPWG), VPIEQA is presenting the Core Values and Mission Review and Recommendations Reports.

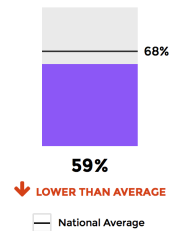
Other data of interest

Graduation & Retention

Graduation Rate



Students Who Return After Their First Year



Student Body

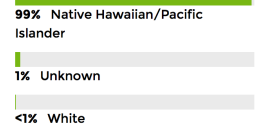
2,344 undergraduate students
Medium

68% Full-time / 32% Part-time

Socio-Economic Diversity

88% of students have a family income less than \$40k and receive an income-based federal Pell Grant to help pay for college.

Race/Ethnicity



Academic Programs

Most Popular Programs

1. Education (30%)
2. Business, Management, Marketing, and Related Support Services (18%)
3. Liberal Arts and Sciences, General Studies and Humanities (16%)
4. Agriculture, Agriculture Operations, and Related Sciences (11%)
5. Computer and Information Sciences and Support Services (10%)

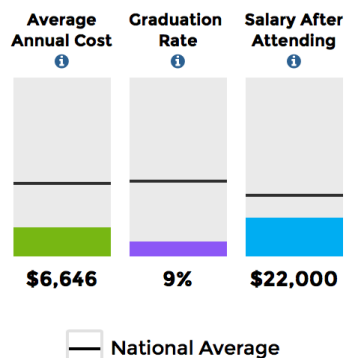
Available Areas of Study

- Agriculture, Agriculture Operations, and Related Sciences
- Architecture and Related Services
- Biological and Biomedical Sciences
- Business, Management, Marketing, and Related Support Services
- Communication, Journalism, and Related Programs
- Computer and Information Sciences and Support Services
- Education
- Engineering Technologies and

USED College Scorecard: <https://collegescorecard.ed.gov>

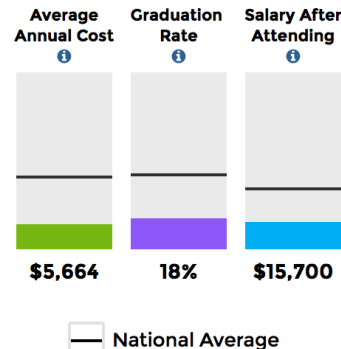
Guam Community College

Mangilao, GU
2,010 undergraduates



College of Micronesia-FSM

Pohnpei, FM
2,344 undergraduates



Technology

Fulfilling performance indicators in the IEMP: Institutional Performance Reporting: To improve efficiency for data collection, management, and analyses that are used to report student learning and achievement and financial performance, the student information system (SIS) is undergoing the following enhancements:

- ▶ Linking SIS to external Learning Management System (LMS) to allow Student Learning Outcomes (SLO) data tracking and reporting;

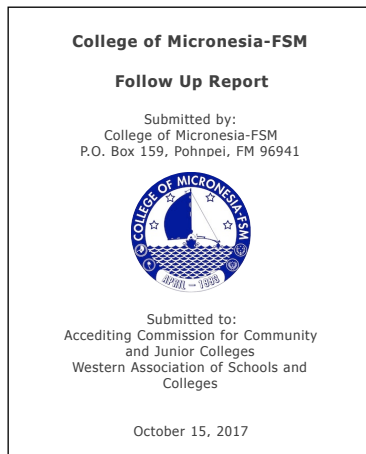
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Follow Up Report

By October 15, 2017, COM-FSM is required to submit a *Follow Up Report* to the Accrediting Commission, ACCJC, as indicated in the [Action Letter](#) from July 8, 2015. COM-FSM received **reaffirmation of Accreditation for 18 months**, but during that 18 months the college is expected to have fully addressed two recommendations to meet the standards and a Commission Concern. Additionally, the college must address 5 recommendations for which the college meets the standards, but for which the team felt improvements to institutional effectiveness were essential (details are in the [Action Letter](#)).

COM-FSM will be guided by the [External Evaluation Report](#) of the visiting team and the [Action Letter](#). The Accrediting Commission will review the *Follow Up Report* at their January 2018 meeting.

In taking its decision, the Commission used The college will receive an *Action Letter* subsequent to that meeting (approximately mid-February 2018). There is no external team visit required, the Commission's decision will be based on the *Follow Up Report*, a *Supplemental Report* (the college is certain to take advantage of an



allowed Supplemental Report), and the president's appearance before the Commission at their January 2018 meeting.

The *Commission Actions on Institutions* from their January 2017 meetings have been provided to the field. These [Commission Actions on Institutions](#) show that PPEC members, College of the Marshall Islands and American Samoa, have been removed from *Warning* status. Palau Community College will also be submitting a *Follow Up Report* October 15, 2017.

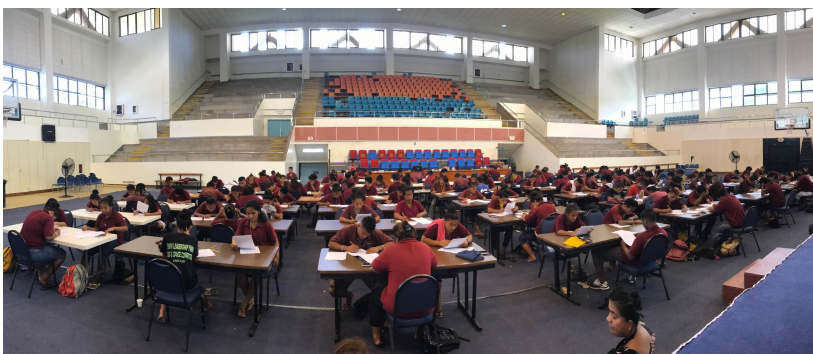


Department for
INSTRUCTIONAL AFFAIRS

VPIA Karen Simion

College to Conduct a Pilot Study Using SuccessNavigator®

SuccessNavigator® will be administered to admitted Pohnpei high school seniors in June and August 2017.



135 high school seniors from Nanpei Memorial High School (NMHS) taking the COM-FSM Entrance Test (COMET) in the main gym of the FSM-China Friendship Sports Center, October 7, 2017.

The departments of instructional affairs (IA), and enrollment management and student services (EMSS) are collaborating on a pilot study using SuccessNavigator® with

the Pohnpei high school seniors taking COM-FSM Entrance Test (COMET) this spring 2017.

Continued to page 3

Technology ... continued from page 1

- ▶ Development of an Integrated Admissions Process in the SIS to improve capture rate of potential students and tracking and reporting of the data;
- ▶ Financial Aid Process Enhancements including a Financial Aid Transcript to improve tracking, reporting and completion rates;
- ▶ **And for admissions enhancements:** Entry of potential students into the SIS at time of COMET administration with contact preference;
- ▶ Tracking of contact prior to admission including generation of letters of acceptance and response; Tracking of letters of acceptance, letters of intent, high school transcripts, health clearance, and other documents related to the admissions process;
- ▶ Tracking of pre-admission process for transfer in students including entry of credits earned from other institutions of higher education; and
- ▶ Reports as required for tracking status of potential students.

COM-FSM proceeded with spring registration at all campuses, as usual, overcoming any challenges related to the reduced bandwidth in association with the fiber optic outage, as well as associated network concerns. The college formally thanks FSM Telecom for their assistance, having provided the college with a generous dedicated amount of the total bandwidth for the duration of that outage.

Other IEQA Highlights

IRPO becomes OIE: To reflect the evolution of accreditation standards, USED increased levels of institutional accountability for performance, expectations for this office, and to better align with the mission of the IEQA department, the **Institutional Research and Planning Office** has been retitled the **Office of Institutional Effectiveness (OIE)**. Additionally, the director position has been retitled the **director of institutional effectiveness**.

In support of the Strategic Direction, *Invest in and build a strong capacity in human capital*, Strategic Plan goal 4.1: *Supporting and strengthening faculty, staff, and administrators by establishing aspirational goals for credentialing*:

- ▶ Shaun Suliol has earned his BS in Information Technology;
- ▶ Frankie Harriss has earned her EdD in Higher Education;
- ▶ Francis Alex and William Haglegam are enrolled in the first of a series of 7 courses in the Association for Institutional Researchers (AIR) Data and Decisions Academy; and
- ▶ Dr. Richard Andrews has applied to the WASC Assessment Leadership Academy (though acceptance has not been confirmed).

VPIA Submits Technical Assistance Grant Proposal for \$209,580.00

VPIA is proposing to expand use of the problem-based learning (PBL) strategy from the Doctors and Dentists for Tomorrow (DDFT) for use in other courses across the college.

The grant proposes to provide workshops for faculty to change one course syllabus to utilize PBL pedagogy and open education resources. The same participants will implement that course the next semester. The following year a new group of faculty will

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SuccessNavigator® ... continued from page 2

SuccessNavigator® is a 30-minute, nonproctored online assessment that helps identify at-risk students by providing a holistic view of factors that influence incoming students. The test assesses academic skills or behaviors, beliefs and skills that directly facilitate academic success, commitment to achieving success, self-management in dealing with stress, and social support for the student. This additional information then provides faculty advisors and counselors with a student's strengths and weaknesses for success in a college environment. Faculty will know immediately how to advise students and structure lessons to meet student needs. Reports include an academic success index, retention success index, course acceleration recommendation, general skill and sub skill scores and recommended next steps for each student.

VPEMSS and VPIA met with representatives from Educational

Gateways to Completion® research study: Compressed schedules

Professors Yen-ti Verg-in and Denise Oen submitted a proposal to present research findings on compressed schedules at the John N. Gardner Institute Annual Gateway Course Experience Conference, February 26-28, 2017. Ms. Verg-in conducted research on offering MS 100 (College Algebra), four days each week for eight weeks to see if course completion rates increased. The compressed schedule meant that Ms. Verg-in had to implement different teaching strategies, as the class time was longer and more frequent. The goals were to increase student/faculty interaction, including feedback to students, and student engagement in the learning process.

Findings:

- ◆ Pass rate increased from 74% to 92%.
- ◆ Course completion rate increased from 82% to 94%.
- ◆ Attendance rate increased from 88% to 93%.

All data are from classes that only professor Verg-in has taught.

Testing Service® (ETS) to learn more about SuccessNavigator®. ETS® will provide training on logistics of delivering the assessment and how to interpret and use the results.

COM-FSM will be administering this assessment to admitted new students this year in June and August. The results are immediate and should help determine how to better advise and place these new students. Testing will be a required part of the orientation process and administered at the college campuses on Pohnpei. VPEMSS and VPIA will be tracking these students over the next few years to determine how the student's with high COMET scores and high noncognitive skills scores compare to students who had lower COMET scores and high noncognitive skills scores and each student's success. The cost of access of each test is \$6.00. No other costs will be charged to the college.

Results: For students

- ◆ Higher levels of course completion and higher pass rates/grades.
- ◆ Greater understanding and retention of complex principles.
- ◆ More positive interactions between faculty and students which appears to lead to more questions being asked and answered.
- ◆ More positive interactions between students. that lead to more opportunities for peer teaching and support.

Results: For faculty

- ◆ Intellectual "Booster Shot."
- ◆ Improved relationships with students.

Results: For the college

- ◆ Student success as measured by course completion and retention was higher with the compressed schedule and would suggest that COM-FSM might benefit from this format in this course and perhaps other courses.

Technical Grant ... continued from page 2

implement that course the next semester. The following year a new group of faculty will change one course syllabus and the experienced faculty will become mentors for the new group. This process will be repeated until most if not all faculty members are trained in PBL.

PBL is the target strategy because this strategy encourages learners to be actively engaged in working at tasks and activities that are authentic to the future work environment. Preliminary results from the DDFT program show a persistence rate (fall to spring) of 92% and course completion rates of 92% after summer and one full semester. Open education resources are a good match with PBL and may help reduce the cost of degrees by eliminating the need for expensive textbooks.

DDFT receives accolades from Pacific Island Officers Association



Emi Chutaró, Executive Director of PIHOA extended congratulations to the Doctors and Dentists for Tomorrow (DDFT) program at COM-FSM. She stated in an email, "COM-FSM has been a great partner and supporter of this effort, along with the FSM DHS and UH JBASOM AHEC." She then shared the first edition of the DDFT newsletter, "the heartbeat", with PIHOA members, U.S. government offices, CDC, University of Arizona faculty, University of Hawaii faculty and a multitude of others.

The DDFT program is now in the second semester. Courses are taught using the Problem-based Learning approach that encourages students to use critical thinking skills, improves problem-solving skills, increases motivation and helps students learn to transfer knowledge to new situations. DDFT students receive "wrap-around" services such as mandatory study hall, counseling sessions with personal and academic advisors, additional lectures on medical ethics, etc. This program has been a great success so far.

Cooperative Research and Extension (CRE): Annual report

Cooperative Research and Extension (CRE) just submitted its annual report to COM land grant. Research and extension programs continue to improve agriculture and aquaculture productivity and food security, self-sufficiency, and enhancing quality of life.

Applied research and extension programs focused on public awareness, adoption of best practices in gardening, reducing climate change impacts, home-based livelihood, health and nutrition and ultimately improving welfare of communities.



College of Micronesia-FSM
**State Campuses, and FSM
 Fisheries and Maritime Institute**

Career and Technical Education Center

- Implemented embedded tutoring where counselors and tutors work with faculty to assist students directly in class. This established a direct link between faculty and student services and provides early intervention with at-risk students.
- New computers in three labs and conduit work for on campus fiber optic cable is complete.
- Pohnpei Campus donated a motorcycle, dining table and other assorted items for the Valentine’s Bingo fundraising event.

Chuuk Campus

- Certificate in Nursing Assistance enrollment increased 66% during fall 2016. The students are taking the final clinical course spring 2017 and will graduate in May.
- 75% of Chuuk Campus employees make biweekly contributions to the Endowment Fund.
- Chuuk Campus has raised \$1,140.00 towards the 25th Anniversary Celebration. The next event is a dinner scheduled for April.

Kosrae Campus

- Kosrae Campus now has 15 veterans attending classes. 12 are continuing students and three are new students.
- Agriculture and Food Technology program faculty and students were able to generate \$2,008.00 through pig sales and compost sales for the piggery project.
- Kosrae Campus is hosting a Forum Lecture in February. Congressman Welly will present a lecture on recent and current activities, projects, and issues in Congress.

Yap Campus

- Staff at Yap Campus in collaboration with Yap High School Counselors has created a Career Awareness Team (CAT). This team visits one grade level each month to give presentations to the students. The team has visited the senior and junior classes and is scheduled to visit with sophomores this month.
- College Fair scheduled for April 5th at Yap Campus and April 6th at FSM Fisheries and Maritime Institute (FSM DMI). Each campus will showcase programs and share information. All schools and the general public are invited.
- Yap Campus is conducting a 50/50 raffle with drawing date of March 30 to raise funds for the 25th Anniversary Celebration. The fundraising committee has activities planned for each month until January 2018.

FSM Fisheries and Maritime Institute

Accomplishments

- There is a full-time student services employee at FMI to plan activities for the cadets.

Continued to page 5 ➔

CRE Annual Report ... continued from page 2

Activities are showing positive results and participant farmers and showing increased interest in developing agricultural farms. Activities have improved knowledge, created awareness and developed skills of participants in sustainable agriculture systems. Ultimately activities have developed positive attitudes, zeal for learning techniques and farming aspects, and have changed the behavior and economic condition of the participants.



Specific projects include:

- ▶ Construction of hatchery –Yap no longer imports eggs.
- ▶ Fishpond project – technical assistance in stock survey of rabbit fish, techniques for catching rabbit fish and pond reconditioning and feeding.
- ▶ Giant Clam nursery – grow-out, and open ocean culture training. Two Communities restocked giant clam.
- ▶ Sea cucumbers – new management protocols developed to control mortality. 63,254 juveniles produced from 4 spawning events in one year. Out-planting was attempted, but tropical storms destroyed most of the stock.
- ▶ Training in sewing, culinary arts, handicraft making and linked with agriculture, health and nutrition programs.
- ▶ Entrepreneurship activities such as vegetable gardens and selling handicrafts and local clothing.
- ▶ Climate change awareness activities, various adaptation and mitigation strategies, information on soil waste management, composting, promotion of agroforestry practices, and use of salt tolerant crops.
- ▶ Conducted presentations and demonstrations on safe food preparation, handling, storage, usage, hygienic condition and how to prevent food and waterborne illnesses.



Focus on student success

The College of Micronesia-FSM will pursue excellence in student success and will develop a balance between “access and success” with appropriate career pathways for learners.



Department for
ENROLLMENT MANAGEMENT AND STUDENT SERVICES
VPMESS Joey Oducado

College Administered COMET to 1,349 Students

Scheduled test to 119 seniors from high schools on Moch, Weipat, Mortlocks, and Woleai

The college administered COM-FSM Entrance Test (COMET) to 1,349 seniors from private and public high schools in the Federated States of Micronesia (FSM) including other students at the state campuses last January 26 to February 10, 2017. As of report, yet to be tested are 199 seniors from high schools on Mortlocks, Moch, and Weipat in Chuuk State, and the Neighboring Island Central High School on Woleai, Yap State.

According to the college's Registrar, "The college had scheduled COMET for these high schools." He further added that there were 1,609 students who took the COMET last January to February 2016.

Table below shows the number of students who took the January 26-February 10, 2017, COMET, as compared to the 2016 COMET:

Table 1.o. Spring 2017 versus Spring 2016 COMET

| State | School | 2016 COMET | 2017 COMET | CountDiff | %Diff |
|-----------------------|------------------------------------|--------------------|------------|-----------|-------|
| Pohnpei | Ohwa Internation Christian Academy | 11 | 12 | 1 | 9% |
| | Calvary Christian Academy | 19 | 20 | 1 | 5% |
| | Our Lady of Mercy Catholic HS | 24 | 30 | 6 | 25% |
| | Madolenihmw High School | 92 | 76 | -16 | -17% |
| | Nanpei Memorial High School | 115 | 136 | 21 | 18% |
| | Seventh Day Adventist School | 32 | 18 | -14 | -44% |
| | Pohnpei Island Central School | 310 | 226 | -84 | -27% |
| | COM-FSM Pohnpei Campus | 122 | 97 | -25 | -20% |
| Chuuk | Seventh Day Adventist School | 1 | 6 | 5 | 500% |
| | Pentecostal Light House Academy | 5 | 3 | -2 | -40% |
| | Berea High School | 22 | 8 | -14 | -64% |
| | Faichuuk High School | 10 | 19 | 9 | 90% |
| | SNHS-Fefan | 21 | 35 | 14 | 67% |
| | Xavier High School | 41 | 43 | 2 | 5% |
| | COM-FSM Chuuk Campus | 99 | 60 | -39 | -39% |
| | Chuuk High School | 202 | 187 | -15 | -7% |
| | SNHS-Tonoas | 17 | 20 | 3 | 18% |
| | Nukuno High School | 6 | 4 | -2 | -33% |
| | Saramen Chuuk Academy | 32 | 20 | -12 | -38% |
| | Moch High School** | 24 | 20 | -4 | -17% |
| | Mortlock High School** | 33 | 36 | 3 | 9% |
| | Weipat High School** | | 41 | 41 | |
| | Kosrae | Kosrae High School | 125 | 124 | -1 |
| COM-FSM Kosrae Campus | | 14 | 7 | -7 | -50% |



Updates: FSM FMI ... continued from page 4

- A fitness trainer has been hired to develop a fitness plan and conduct physical training with the cadets.
- Plant a garden for fresh vegetables
- \$216, 271.42 from FY 2015 budget and \$42,000 from the FY 2016 budget was released from the National Government the week of February 13, 2017. FY 2015 funding will be used for:

Roof Waterproofing
FSM-FMI Cadet Center Renovation
Dormitory Renovation
Equipment
Basketball Court Lighting

FY 2016 funding will be used to purchase additional tools and equipment for the mess hall.

Planned Projects now that funding is available

- Repair the roof over the mess hall.
- Repurpose the two empty housing units into a cadet center.
- Place orders for TV, pool table, computers, and microwave for cadet center.
- Purchase two washing machines, and two dryers.
- Place LED lights on the basketball courts.
- Wire the campus for WIFI access.
- Purchase desks, chairs, wall fans and wooden lockers for the cadet rooms.
- Purchase weight lifting equipment for cadet use.
- Purchase tools and equipment for the mess hall and train the cooks.

Spring 2017 Course Offerings

| Campus | Number of Courses | Faculty | | | Total |
|--------------|-------------------|-----------|-----------|-----------|------------|
| | | Full-Time | Part-Time | Volunteer | |
| National | 184 | 43 | 12 | 3* | 58 |
| Pohnpei | 39 | 7 | 6 | 0 | 13 |
| Chuuk | 94 | 25 | 3 | 4** | 32 |
| Kosrae | 55 | 13 | 6 | 0 | 19 |
| Yap | 32 | 6 | 4 | 0 | 10 |
| Total | 404 | 94 | 31 | 0 | 132 |

*Two World Teach volunteers, and one Chinese volunteer
**Four World Teach Volunteers

Last spring 2016, the college offered 398 courses taught by 93 full-time and 34 part-time faculty members (or a total of 127 faculty members).

Spring 2016 vs Spring 2017 COMET ... continued from page 5

| | | | | | |
|--------------|-----------------------------------|--------------|--------------|-------------|------------|
| Yap | Yap High School | 106 | 106 | 0 | 0% |
| | Seventh Day Adventist School | 12 | 12 | 0 | 0% |
| | Yap Fatih Christian Academy | | 2 | 2 | |
| | COM-FSM Yap Campus | 46 | 13 | -33 | -72% |
| | Yap Catholic High School | 16 | 16 | 0 | 0% |
| | Neighboring Island Community HS** | 32 | 49 | 17 | 53% |
| | Outer-Island Community HS | 20 | 22 | 2 | 10% |
| Total | | 1,609 | 1,468 | -141 | -9% |

Early registration for summer 2017 will be on March 20-24, 2017.

\$4.6 Million Pell Grant Awarded to 1,798 Students During Fall 2016 Term

111 students received \$105,133.25 Supplemental Education Grant (SEG)

The college’s Financial Aid Office (FAO) reported awarding \$4,692,635.00 Pell grant to 1,798 students (or 85.95% of the college-wide term enrollment) last fall 2016 semester, as shown:

Table 3.o. Fall 2016 Pell Grant

| Campus | Term Enrollment (N) | Pell Recipient | Recipient in % of N | Amount of Pell Awards in US\$ |
|--------------|---------------------|----------------|---------------------|-------------------------------|
| National | 917 | 822 | 89.64% | 2,291,970.00 |
| Pohnpei | 597 | 501 | 83.92% | 1,229,232.00 |
| Chuuk | 250 | 206 | 82.40% | 527,802.00 |
| Kosrae | 171 | 129 | 75.44% | 300,251.00 |
| Yap | 157 | 140 | 89.17% | 343,380.00 |
| Total | 2,092 | 1,798 | 85.95% | 4,692,635.00 |

For spring 2017 semester, FAO reported that \$3,460,003.90 Pell grant were awarded to 1,309 students (or 76.15% of the 1,719 students registered this spring 2017). According to the college’s FAO Director, “We have disbursed students financial aid assistance earlier compared to the previous years.”

He further added that the college also awarded \$105,133.25 of Supplemental Education Grant (SEG) to 111 students last fall 2016 semester.

Table 4.o. Spring 2017 Pell Grant, as of report

| Campus | Term Enrollment (N) | Pell Recipient | Recipient in % of N | Amount of Pell Awards in US\$ |
|--------------|---------------------|----------------|---------------------|-------------------------------|
| National | 811 | 672 | 82.86% | 1,853,901.00 |
| Pohnpei | 461 | 341 | 73.97% | 857,457.00 |
| Chuuk | 202 | 139 | 68.81% | 363,411.00 |
| Kosrae | 116 | 66 | 56.90% | 159,186.00 |
| Yap | 129 | 91 | 70.54% | 226,048.00 |
| Total | 1,719 | 1,309 | 76.15% | 3,460,003.00 |

FAO also reported that the number of work-study placement has gone up this year compared to last year’s data. According to FAO director, “The increase reflects the office’s plan to recruit more students to participate in the program.” Table below shows the comparison.

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Director of Student Life to Participate in NASPA Annual Conference

The college’s director of student life, Krystilyn Atkinson, will participate in the March 11-15, 2017, NASPA-Student Affairs Administrators in Higher Education Conference in San Antonio, Texas.

NASPA (or formerly, National Association of Student Personnel Administrators) is the leading association for the advancement, health, and sustainability of the student affairs profession. The conference will provide an opportunity to examine how student affairs must continue to evolve to meet the needs of the changing higher education landscape.

Specifically, Director Atkinson will be attending the following sessions: working with student veterans, working with students with disabilities, financial aid and literacy, Title IX and gender equality, and drug/alcohol use.

College Registered 1,719 Students for Spring 2017 Semester

72% and 28% are registered full-time and part-time, respectively



The college has a spring 2017 semester enrollment of 1,719 head counts with 20,396 registered credits (or 1,699.67 full-time equivalent students). According to the college’s registrar, “Of the 1,719 registered head counts, 1,238 (or 72%) are registered full-time, and 481 (or 28%), part-time.” He further added that 58% of the college’s spring 2017 enrollment are female students; while 42%, male students. Table below shows the distributions by campus.

Table 2.o. Spring 2017 enrollment in head counts, registered credits, and full-time equivalent (FTE) by campus.

| Campus | In Head Counts | In Registered Credits | In Full-Time Equivalent |
|--------------|----------------|-----------------------|-------------------------|
| National | 810 | 10,323 | 860.25 |
| Pohnpei | 462 | 5,107 | 425.58 |
| Chuuk | 202 | 2,387 | 198.92 |
| Kosrae | 116 | 1,224 | 102.00 |
| Yap | 129 | 1,355 | 112.92 |
| Total | 1,719 | 20,396 | 1,699.67 |

SEG ... continued from page 6

Table 5.o. SEG Work-Study Data: December to February 2015-2016 vs December to February 2016-2017

| December to February 2015-2016 | | | December to February 2016-2017 | | |
|--------------------------------|---------------------|------------------|--------------------------------|---------------------|-----------------|
| Campus | Work-Study Students | Amount Earned | Campus | Work-Study Students | Amount Earned |
| National | 274 | 17,652.50 | National | 277 | 1,208.25 |
| Pohnpei | 10 | 531.00 | Pohnpei | 10 | 652.00 |
| Chuuk | 12 | 720.25 | Chuuk | 19 | 1,600.00 |
| Kosrae | 28 | 1,458.25 | Kosrae | 30 | 1,553.25 |
| Yap | 6 | 161.75 | Yap | 1 | 57.00 |
| FSM FMI | 1 | 40.00 | FSM FMI | 58 | 2,627.50 |
| Total | 331 | 20,563.75 | Total | 395 | 7,698.00 |

395 Students Received Scholarship Assistance During the Period Beginning December 2016, and Ending February 2017

Table 6.o. Other Scholarship Data: December to February 2015-2016 vs December to February 2016-2017

| December to February 2015-2016 | | | December to February 2016-2017 | | |
|--------------------------------|------------|------------------|--------------------------------|------------|------------------|
| Scholarship | Recipients | Award in US\$ | Scholarship | Recipients | Award in US\$ |
| APIAF | 10 | 25,000.00 | APIASF | 8 | 20,000.00 |
| Chuuk State | 7 | 5,100.00 | Chuuk State | 15 | 8,550.00 |
| FSM National | 6 | 6,000.00 | FSM National | 19 | 18,500.00 |
| Rotary Club | 1 | 250.00 | Rotary Club | | |
| Yap State | 16 | 13,600.00 | Yap State | 26 | 26,425.00 |
| Total | 331 | 20,563.75 | Total | 395 | 73,475.00 |



College of Micronesia-FSM
Student Success is our focus!

End-of-Fall 2016 Academic Standing

College has seen increase in students achieving good academic standing

The college had an enrollment of 2,092 head counts (or 2,059.25 full-time equivalent students) last fall 2016 semester. Of the 2,092 head counts, 1,717 (or 82.07%) achieved good academic standing; while 275 (or 17.93%) were not in good academic standing, end-of-fall 2016. The college's academic standards define "good academic standing" as "having a cumulative grade point average point average (GPA) of 2.0 or above."

According to the college's registrar, "If compared to end-of-fall 2015 academic standing, the college has seen an increase in percent of students who achieved good academic standing. He further added that 1,813 (or 81.62%) of the 2,221 head counts enrolled last fall 2015 achieved good academic standing; while 408 (or 18.37%) were not in good academic standing.



189 Potential COM-FSM Program Completers, end-of-spring 2017

The college's Office of Admissions, Records and Retention (OARR) reported that there are 189 potential program completers, end-of-spring 2017. Of these 189 potential program completers: 126 (National Campus), 37 (Pohnpei Campus), 20 (Chuuk Campus), 4 (Kosrae Campus), and 2 (Yap Campus).



Student Life: Events and Activities, December 2016 to February 2017

Student engagement, including extra-curricular activities, has a positive impact on student academic performance.



Holiday Celebration and Talent Show

On December 9, 2016, Student Life held a Holiday Celebration and Talent Show for students at both

Continued to page 8



College of Micronesia-FSM

Lecture FORUM Series

| | |
|--------------------------|---|
| January 27, 2017 | COM-FSM students who have travelled to Japan to participate in the University Foundation Day Celebration presented their experience. |
| February 1, 2017 | A presentation on Home Energy Loan Program (HELP) by FSM Development Bank. The program aims to help FSM consumers construct new homes, or to renovate or improve existing homes with emphasis to energy efficiency, costs savings and home comfort. |
| February 3, 2017 | Dr. Rufino Mauricio, head of the Committee for Pohnpei State, Guam and Saipan will be facilitating a public awareness on FSM Constitutional Amendment regarding dual citizenship. |
| February 17, 2017 | A presentation on environmental marine protection by Jasmine Mendiola, assistant director, Marine and Environmental Research Institute of the Pacific (MERIP). |



Department of
ADMINISTRATIVE SERVICES

VPAS Joseph Habuchmai

College submits FY 2018 Budgets to the FSM President's Office

The COM-FSM FY2018 operation, FSM-FMI, Board of Regents, and Supplemental Education Grant (SEG) budgets were submitted to the FSM President's Office on January 12th

ahead of the deadline January 15th due date. The FY2018 budget was submitted in the FSM budget format as required by FSM Budget office.

FY2018 Budget Consultation meeting between OIA and the FSM government



The college participated in the FY2018 Budget Consultation meeting between OIA and the FSM government that took place at the Pohnpei State Hospital Conference room.

The college updates the FSM leadership on the status of the current IDP projects and learned about the IDP funds available for the college to submit projects for the FY2018. The FSM has a \$1.9 million carried-over fund along with the usual annual IDP allocations which the college can submit its project fund requests under the FY2018. The college also requested clarifications on its project's

PMU arrangement. Since the FSM will retain the office of PMU, the college wishes to continue to use that office to take care of its projects. Relating to the Chuuk State appropriation of \$3 million for road access and other purposes for the new Chuuk Campus, OIA and FSM Compact Management Office advised that we work with the Chuuk State Governor's Office to request the fund for OIA to award it. We thank the Chuuk leadership for allocating the fund through Chuuk State Public Law No. 13-16-09 for the college to use. The encouraged the other States to follow Chuuk's example.

Soccer Field Grand Opening Ceremony

The Soccer Field Grand Opening Ceremony took place on February 16, 2017, with very good turnout in terms of attendance of heads of national, state and local governments and the community leaders of Palikir, National Olympic Committee Office staff, State of Pohnpei Olympic office, His Excellency Ryoichi Horie and Embassy

of Japan staff. Former FSM President Manny Mori, Regents Kasio Mida, Churchill Edward, and Chairman Waguk participated. Students, staff, faculty of the college also witnessed the event along with a soccer team match between the COM-FSM Football Club and Pohnpei Soccer Association (PSA).

Update on SDSU Fund Reimbursement

No further progress on the fund reimbursement for the SDSU payment since December 2016. We will

reconnect with Dohsis Halbert at the FSM President's office to seek assistance as to the payment.

Student Life ... continued from page 6

National and Pohnpei Campuses. Approximately 300 students, faculty, and staff attended the event. The event was organized to promote and encourage student engagement, provide opportunities for students to display their talents and skills, and to build a sense of community between students, faculty, and staff. The event featured ten student group performances, 14 solo performances, and one staff performance. Over \$1,000.00 was given out in prizes for first to fifth place for both group and solo performances.

The event received an average rating of 9.3 (out of 10) based on a survey administered.

Human Rights Festival

On December 10, 2016, 20 student volunteers from both National and Pohnpei Campuses attended the Human Rights Festival at the Spanish Wall in Kolonia, Pohnpei.



In collaboration with the International Organization for Migration (IOM), the festival was organized to celebrate human rights, and to provide opportunity for students to get involved with the local community. Students assisted overseeing arts and crafts activities, grilling the food, and providing sound support.

FSM Independence Day Parade.

As result of the students' participation in the FSM Independence Day Parade, and subsequent monetary prize, Student Life provide students at both National and Pohnpei Campuses with food and refreshments on a couple different occasions. For the first day of finals of the fall 2016 semester, Student Life and the Student Body Association (SBA) officers handed out pizza to over 500 students; and for the first day of the spring 2017 semester, ice cream to over 600 students.



Continued to page 9



Student Life ... continued from page 6



Holiday Dinner

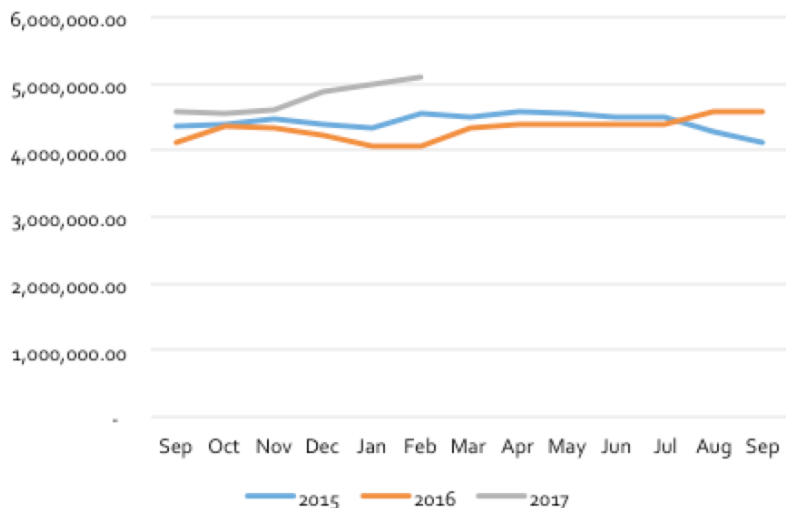
On December 24, 2016, residence hall (RH) students organized a holiday dinner to celebrate the holidays, build a sense of community among RH students and staff, and encourage student and staff interaction and engagement. **The event received an average rating of 9.4 (out of 10) based on a survey administered.**

Valentine's Dance

To celebrate Valentine's Day, promote and encourage student engagement, and build a sense of community between students, faculty, and staff, Student Life and the Student Body Associations at both National and Pohnpei Campuses organized a Valentine's Dance last February 14, 2017, participated by approximately 100 students. **The event received an average rating of 9.4 (out of 10) based on a survey administered.**

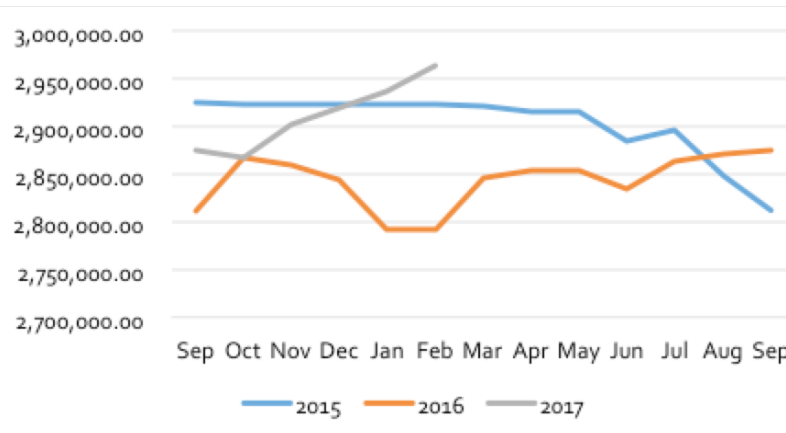
Business Office

2016 Endowment Fund Investment, as of February 16, 2017



The market value of endowment fund has increased by \$526k due to unrealized gain of \$326k or 7% and additional investment of \$200K since September 2016.

2016 Cash Reserved, as of February 16, 2017



The market value of the cash reserved fund increased by \$88K or 3% since September 2016.



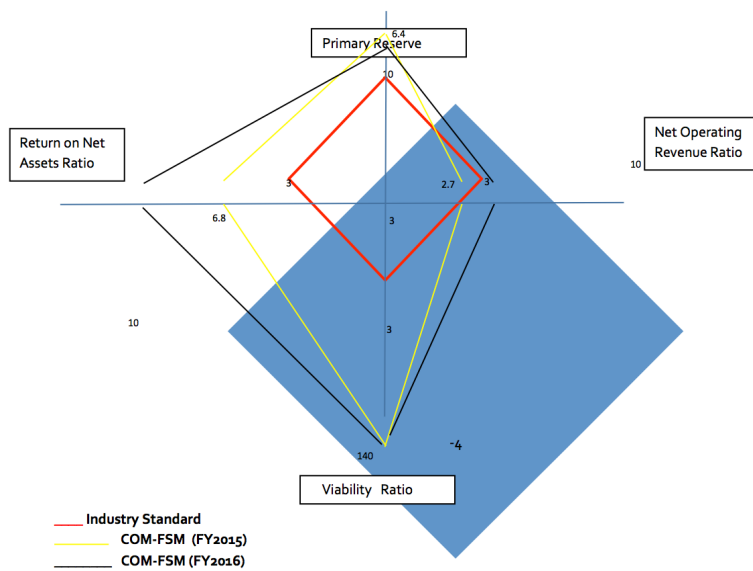
Number of College Employees

Retention Rate and Attrition Rate from November 9, 2016 to February 14, 2017.

| Campus | Retention | | Attrition | |
|--------------|------------|---------------|-----------|--------------|
| | Count | Rate | Count | Rate |
| National | 172 | 98.29% | 3 | 1.71% |
| Pohnpei | 82 | 100.00% | 0 | 0.00% |
| Chuuk | 48 | 100.00% | 0 | 0.00% |
| Kosrae | 35 | 100.00% | 0 | 0.00% |
| Yap | 38 | 92.68% | 3 | 7.32% |
| FSM FMI | 21 | 100.00% | 0 | 0.00% |
| Total | 396 | 98.51% | 6 | 1.49% |

The chart reflects employees before and by February 14, 2017. There are employees who have been hired and will start on dates after February 14, 2017.

Composite Financial Index 2015



| 2015 | | | | |
|------------------------------|-------------|-----------------|------------------|-----------|
| Ratio | Ratio Value | Strength Factor | Weighting Factor | CFI Score |
| Primary reserve ratio | 0.86 | 6.45 | 0.55 | 3.55 |
| Return on net Asset Ratio | 0.01 | 6.68 | 0.3 | 2 |
| Viability Ratio | 58.41 | 140.07 | - | - |
| Net Operating Revenues Ratio | 0.03 | 2.66 | 0.15 | 0.4 |
| Composite Financial Index | | | | 5.95 |
| 2016 | | | | |
| Ratio | Ratio Value | Strength Factor | Weighting Factor | CFI Score |
| Primary reserve ratio | 0.84 | 6.3 | 0.55 | 3.47 |
| Return on net Asset Ratio | 0.03 | 14.59 | 0.3 | 4.38 |
| Viability Ratio | 55.1 | 133.11 | - | - |
| Net Operating Revenues Ratio | 0.04 | 3.13 | 0.15 | 0.47 |
| Composite Financial Index | | | | 8.31 |

The CFI of the college is 8.31 indicating that the college is financially healthy since the standard for similar institution is 3. (Source: Strategic Financial Analysis for Higher Education, 7th Edition, KPMG Intl.)



Updates: HRO ... continued from page 9

Number of part-time (PT) employee by campus. Table below provides the number of employees on valid contracts at the time of this report, February 14, 2017. The data reflects mainly PT instructors, tutors and the normal employee types under the TRIO programs. It also does not reflect all PT contracts for spring 2017 as contracts do come into HRO weekly.

| National | Pohnpei | Chuuk | Kosrae | Yap | FSM FMI | Total |
|----------|---------|-------|--------|-----|---------|-------|
| 20 | 44 | 6 | 7 | 15 | 0 | 92 |

Citizenship of Current Full-Time Employees

Retention Rate and Attrition Rate from November 9, 2016 to February 14, 2017.

| Citizenship | National | Pohnpei | Chuuk | Kosrae | Yap | FSM FMI | Total |
|---------------|------------|-----------|-----------|-----------|-----------|-----------|------------|
| FSM | 129 | 66 | 41 | 29 | 31 | 20 | 316 |
| Philippines | 17 | 9 | 3 | 4 | 4 | | 37 |
| United States | 15 | 4 | 4 | | 1 | | 24 |
| India | | | | 1 | 1 | | 2 |
| Sri Lanka | 3 | | | | | | 3 |
| Canada | 1 | | | | | | |
| Kiribati | 1 | 1 | | | | | 1 |
| Fiji | 1 | | | | | 1 | 2 |
| Saipan | | | | | 1 | | 1 |
| Nauru | | | | 1 | | | 1 |
| Palau | 2 | | | | | | 2 |
| Marshall | | 1 | | | | | 1 |
| Japan | 1 | | | | | | 1 |
| Romania | 1 | | | | | | 1 |
| Austria | 1 | | | | | | 1 |
| Samoa | | 1 | | | | | 1 |
| Total | 172 | 82 | 48 | 35 | 38 | 21 | 396 |

Gender Distribution of Current Full -Time Personnel

| Campus | Male | | Female | | Total (N) |
|--------------|------------|---------------|------------|---------------|------------|
| | Count | In % of N | Count | In % of N | |
| National | 94 | 54.65% | 78 | 45.35% | 172 |
| Pohnpei | 50 | 60.98% | 32 | 39.02% | 82 |
| Chuuk | 28 | 58.33% | 20 | 41.67% | 48 |
| Kosrae | 24 | 68.57% | 11 | 31.43% | 35 |
| Yap | 21 | 55.26% | 17 | 44.74% | 38 |
| FSM FMI | 15 | 71.43% | 6 | 28.57% | 21 |
| Total | 232 | 58.59% | 164 | 41.41% | 396 |

Recruitment Data for October 1, 2016-February 14, 2017

While hiring continues for FY 2017, we have filled 14 positions thus far and the table below provides the breakdown of the position types, FSM citizens and others.



Updates: HRO ... continued from page 9

| Campus | Class | | | | Citizenship | | Total |
|--------------|------------|------------|--------------|------------|-------------|----------|-----------|
| | Management | Instructor | Professional | Classified | FSM | Non-FSM | |
| National | 1 | 2 | | 5 | 8 | 0 | 8 |
| Pohnpei | | 1 | | | 0 | 1 | 1 |
| Chuuk | | | 1 | 1 | 2 | 0 | 2 |
| Kosrae | 1 | | | | 1 | 0 | 1 |
| Yap | | | 2 | | 2 | 0 | 2 |
| FSM FMI | | | | | | | 0 |
| Total | 2 | 3 | 3 | 6 | 13 | 1 | 14 |

- Two of the 14 individuals hired will not start until February 20, 2017.
- One of the position is filled by a full time staff who was serving in a different position when he applied for a faculty position.
- Seven individuals hired previously served on special contract at the college prior to being offered full time regular contracts.
- The other six individuals were hired for the first time with the college.

Board Policy No. 6016: Incentive Award Program

64 awards were issued to personnel at the National Campus during the Holiday Party held on December 13, 2016.

Short-Term Professional Development Initiatives

January 16, 2017 – 27 staff and faculty (supervisors) from both National and Pohnpei Campuses attended a workshop session on “*Conducting Internal Investigations- Investigation Principles*” held at the National Campus by Timothy Fenlon.

Policy Development

The Human Resources Committee has reviewed a number of proposed changes to existing policies and the table below provides the update status.

| Proposed changes to Policies by HRO/ Others | Reviewed by HRC | Pending with Faculty/ Staff Senate for review/input |
|--|-----------------|---|
| Board Policy No. 6009-Compensation | ✓ | ✓ |
| Board Policy No. 6016-Incentive Program | ✓ | ✓ |
| Board Policy No. 6017-Performance Evaluation | ✓ | ✓ |
| Board Policy No. 6014-Institutional Benefits | ✓ | |
| Board Policy No. 6001-Purpose and Scope | ✓ | ✓ |
| Board Policy No. 6018-Termination | ✓ | ✓ |
| Board Policy No. 6023-Outside Employment | ✓ | ✓ |
| Board Policy No. 6032-CSFWCPP | ✓ | ✓ |

Preliminary Financial Statement for FY 2016

COLLEGE OF MICRONESIA-FSM
(A COMPONENT UNIT OF THE FSM NATIONAL GOVERNMENT)
 Statements of Net Assets
 September 30, 2016 and 2015
 (Preliminary as of January 31, 2017)

| <u>ASSETS</u> | 2016 | 2015 |
|---|-------------------|-------------------|
| Current assets: | | |
| Cash and cash equivalents | 9,646,641 | 7,196,568 |
| Short-Term Investments | 30,533 | 30,533 |
| Due from FSM National Government | 969,532 | 1,260,411 |
| Tuition receivable, net | 3,362,060 | 4,341,705 |
| Grants and contracts receivable, net | 459,415 | 296,498 |
| Other receivables, net | 187,636 | 171,897 |
| Inventory | 1,218,160 | 1,330,208 |
| Prepaid expenses | 945,731 | 1,116,336 |
| Total current assets | 16,819,709 | 15,744,156 |
| Noncurrent assets: | | |
| Investments | 4,575,910 | 4,122,830 |
| Capital assets: | | |
| Non-depreciable capital assets | 1,455,685 | 1,455,685 |
| Capital assets, net of accumulated depreciation | 7,016,253 | 6,956,052 |
| Total noncurrent assets | 13,047,848 | 12,534,567 |
| Total assets | 29,867,557 | 28,278,723 |
| <u>LIABILITIES AND NET ASSETS</u> | | |
| Current liabilities: | | |
| Accounts payable | 518,449 | 169,817 |
| Accrued liabilities | 435,034 | 624,923 |
| Accrued annual leave | 404,980 | 360,250 |
| Unearned Revenue | 2,746,904 | 2,939,913 |
| Other current liabilities | 283,840 | 319,639 |
| Total current liabilities | 4,389,208 | 4,414,542 |
| Noncurrent liabilities: | | |
| Long-term portion of accrued annual leave | 303,009 | 269,542 |
| Total liabilities | 4,692,217 | 4,684,084 |
| Commitments and contingencies | | |
| Net assets: | | |
| Invested in capital assets | 8,471,938 | 8,411,737 |
| Restricted: | | |
| Nonexpendable | 4,575,910 | 4,122,830 |
| Unrestricted | 11,396,773 | 11,060,072 |
| Total net assets | 24,444,621 | 23,594,639 |
| Total liabilities and net assets | 29,136,839 | 28,278,723 |



Facilities and Maintenance

Capital Projects

Design contract has been awarded to BECA International Consultant Ltd. to design Pohnpei Campus Technical Classroom building, Multipurpose Shops, Infrastructure Upgrade and National Campus Student Center. OIA has issued the grand award of \$707,042.21 for the design fee. Upon issuance of the advise of allotment, the contract for BECA will be processed.

The National PMU office and State PMO office are experiencing issues relating to procedures and functions of the offices. To avoid similar problems, the VPAS and the Director of Maintenance will be meeting with the FSM Secretary of the

Department of TC&I to ensure the administrative processes do not cause delay in the implementation of the projects. In addition the issue relating to funds for the National PMU will also be discussed during.

Grand opening of the soccer field was conducted on February 16, 2017. The college and the Japanese government in support of addressing non-communicable diseases and the need for soccer field for the college funded the project. The project began in February, 2014 but was delayed due to construction changes and growing of the grass.

Maintenance and Renovation

The VPAS and Director of Maintenance attended the Office of Insular Affairs (OIA) and Office of Compact Management (OCM) meeting at Pohnpei Hospital Conference room from Feb. 8-10. It was learned that the sum of \$429,613.00 is available from the

Compact Infrastructure Maintenance Funds (IMF) that the college can use for its repairs and maintenance of its facilities and infrastructure. The Office of VPAS and Maintenance will be working closely with FSM-OCM on procedures for utilization of the funds.

National Campus Buildings

Building "J" improvement is in progress adding a room to accommodate CIS lab room and improvement around the exterior and parking area. Building "C" Student Union has been repaired replacing all termite invested walls wall

joists. Building "L" FSM/China Friendship Sports Center practice court floor has been replaced and completed as of Feb. 10, 2017. Completion ceremony is scheduled for Feb. 24, 2017.

Pohnpei Campus

Contracts for the covered walkway between the administration building and classroom 1-5 is being routed for

approval. Drainage work and retaining wall for the restroom next to the PSBDC building is in progress.

Intercampus Shuttle Service

Since its inception in Spring 2016 to Spring 2017, the intercampus shuttle service has generated \$38,600.00 and \$5,800.00 yet to be collected from students. The revenues generated from the shuttle service is being used now to

purchase a replacement bus from Japan to replace bus number #4 purchased in 2013, model year 2001. The unit being purchased is a Toyota Coaster model year 2006 for \$23,267.00.

Energy Reduction Project

While energy reduction programs continues, it is too early to realize the result of using LED lights. Noticeable change will be seen after majority of the lights are changed to LED. Purchase of 2,146 LED lights from China is being prepared to replace fluorescent lights at

National and Pohnpei Campus. The college will realized and major saving of about \$68,000 by purchasing 4,000 LED tubes directly from China. The lowest local price on island is \$23.00 each which would have cost the college \$92,000 for 4,000 tubes.

Procurement and Property Management

Abila-MIP System

1,700 Purchase Orders and 570 Receiving Reports processed using the Procurement Module of the Abila-MIP Accounting System for the current fiscal year (as of Feb. 14, 2017).

Purchase Order Tracking

The Purchase Order log is continuously updated in order to keep track of the status of all purchases of the college in order to provide real time status of purchase orders.

Procurement Policies and Guidelines

Proposed updates on the existing policy which is currently being reviewed by the committees Proposed updates on Procurement Administrative Procedure No. 5301 in order to provide more specific guidelines on the procurement process. This is also currently being reviewed by the Executive Committee.

Proposed updates on the Vehicle Policy of the college. This is still in the consultation phase wherein the different departments will be asked for their comments on the proposed policy updates.

Drafted a Vehicle Request Form (for regular work hours) and the After Hours Vehicle Request Form (for after hours, holidays and weekends) which will be used in requesting the use of college vehicles. The purpose of such is to monitor the use of college vehicles and to ensure that college vehicles are strictly used only for official college business.

Fixed Assets

The new Aluminum Foil Asset tags with barcodes are already being used to replace the old asset tags. Tagging of fixed assets of the college will continue using the new tags.

COM-FSM Mission Statement

The College of Micronesia-FSM is a learner-centered institution of higher education that is committed to the success of the Federated States of Micronesia by providing academic, career and technical educational programs characterized by continuous improvement and best practices.