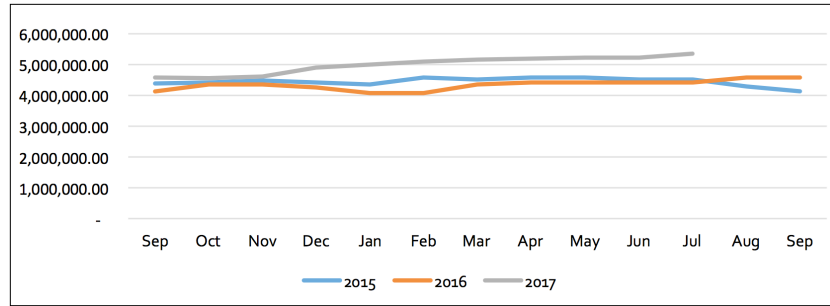


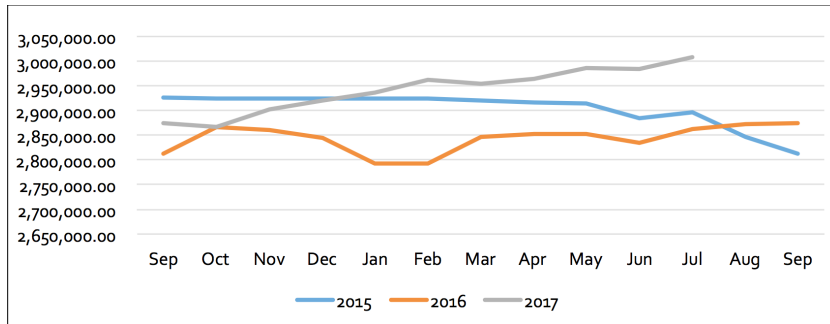
Endowment fund Investment, as of July 31, 2017

The market value of endowment fund has increased by \$751K or 16% due to unrealized gain of \$551K or 12% and additional investment of \$200K since September 2016.



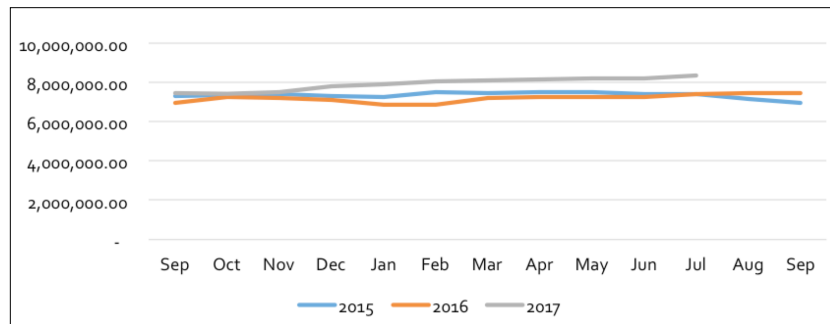
Cash reserved, as of July 31, 2017

The market value of the cash reserved fund increased by \$133K or 5% since September 2016.

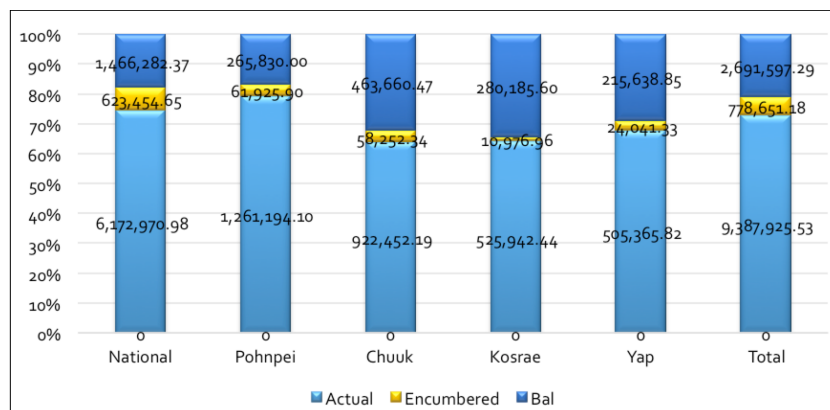


2017 Total investment, as of July 31, 2017

The total investment increased by \$884K or 12% due to unrealized gain of \$684K and additional investment of \$200K since September 2016.



FY 2017 Financial Status, as of August 10, 2017



UPDATES

Office of the Vice President for Administrative Services

The 2016 Audit Report was completed on time before June 30, 2017 and was submitted to the US Audit Clearing House for Federal Program recipients, Accrediting Commission for Community and Junior Colleges (ACCJC), and soon to be distributed to all as the hard copy is made available to the college. The FY2016 Budget audit rated good again with unmodified opinion.

The college will be installing two new communication repeaters for the shuttle buses, boat, staff, and for campus security. One of the radio repeaters will be placed on the Sokehs Rock while the other one will be on a tower located at the National Campus. Very High Frequency (VHF) radios will be provided to relevant college staff for networking use.

The COM-FSM Soccer Field is now open to the public for use. A ceremony was held during the month of July focused on non-communicable disease (NCD) awareness with invitations from the community nearby, the soccer association, the college students and staff, and showcase healthy food eating exercises. The Japanese Embassy staff were in attendance to witness the event as they partially funded the project. While the field is ready for games to be played on, we are still seeking more funding to complete the plan. Additional \$2 million is needed to build two grandstand buildings, a baseball field and a track and field including more landscaping.

The college submitted the FY2018 IDP Projects for its next facilities construction for Kosrae Camus Multipurpose building, Chuuk \$3million donation from Chuuk State Government, Funding for Design of Nantaku new Chuuk Campus, National campus facilities upgrades. The total amount requested for fy2018 from Compact IDP fund is \$7,252,250.



Facilities & Maintenance

Capital Projects

Design contract with Beca has been executed. The initial site visit was conducted in May and has developed the 30% design that has been reviewed and returned with inputs from the college. The Division of Infrastructure, FSM Department of TC&I, has taken over the PMU function since the termination of Lyon's Inc. from its role as PMU.

Career & Technical Education Center-Pohnpei

The Moylan's building on Kolonai has been rented by the college and renovated to house UB and TSP. As of the week of August 15, both programs have been relocated into the Moylan's building.

National Campus

MITC restroom is still under construction and is expected to be completed by mid-September. This restroom will increase the capacity of restrooms in the LRC building as well as provided less distraction to student while crossing the study area when accessing the existing restrooms.

FSM Fisheries & Maritime Institute

Contract for the roof repair has been executed with Canton Construction in the amount of \$197,400.00. Notice to proceed was issued on August 10, 2017 for 210 calendar days. Bids for the Cadet Center and Cadet Quarters have been submitted and are being reviewed. Notice of award is expected to be issued by the week of August 21, 2017.

Energy reduction and conservation program

LED tubes have arrived for the National Campus and CTC&I-Pohnpei. All

Strengthen resources to meet current and future needs.

Energy reduction program

The maintenance office has been conducting energy reduction program that includes the replacement of fluorescent tubes with LED tubes. All buildings except for the Gym at the National Campus have had the tubes replaced. The classroom building A& B are some of the recent buildings completed in June that have significant reduction with 28%

and 32% reduction in power consumption. This program is extending to the state campuses and will be receiving the LED tubes by the September. National Campus alone could contribute about 18% or an equivalent of \$50,000.00 reduction in energy cost in a year.

	National Campus KWH Consumption 2017						Jan-June	July	Difference	Percentage		
	January	February	March	April	May	June	July	Average			Reading	
A	5523	7752	7001	6189	5756	6575	4580	6,399	4,580	-1,819	-28%	
B	2652	2963	2800	2253	1382	2892	1697	2,490	1,697	-793	-32%	
C	6300	5880	7920	7620	8220	6960	6720	7,150	6720	-430	-6%	
D	3840	3240	3420	3420	3540	3240	3300	3,450	3300	-150	-4%	
E	3180	3180	3180	2700	2580	2460	2280	2,880	2,280	-600	-21%	
F	3840	3780	3780	3240	3360	3300	3000	3,550	3000	-550	-15%	
F2	3241	3635	3627	3043	2814	2743	2027	3,151	2027	-1,124	-36%	
G	10400	9600	10080	9280	11040	9200	9120	9,933	9120	-813	-8%	
H	10100	10300	10600	9600	9700	9500	8500	9,967	8500	-1,467	-15%	
K	0	5741	2795	2788	3099	2751	2715	2,863	2715	-148	-5%	
I (Ag/Street Lights)	Cash Power Meter											
M (ITShop)	4596	4241	4845	4637	5010	4458	4223		4,631	4,223	-408	-9%
N (Maint.)	Cash Power Meter											
L (Gym)	5840	4840	4080	4200	4920	4680	6240					
Well	7122	7122	5763	6339	7137	6299	6619					
J (Nursing Program)	Cash Power Meter											
Total	66634	72074	69892	65309	68558	64658	61021		56,464	48,162	-8,302	-18%

Business Office- Operation & Auxiliary services

- Continuing Automation of cash receipts, billing invoices and pay-slips (check-stubs).
- Successful implementation of BOG online banking.
- Staff development – 1 staff attending the APIPA conference in Majuro
- Continuing education of 2 BO employees
- E-books for students (Bookstore)
- Improving operation of the dining hall

Human Resources Office

Number of Employees

Retention rate vs. attrition rate from August 13, 2017, to August 31, 2017.

Campus	Number of Employees	Attrition	Retention Rate	Attrition Rate
National	175	2	98.9%	1.14%
CTEC-Pohnpei	76	6	92.1%	7.89%
Chuuk	50	0	100.0%	0.00%
Kosrae	36	0	100.0%	0.00%
Yap	37	1	97.3%	2.70%
FMI	22	0	100.0%	0.00%
Total	396	9	97.7%	2.27%

RetentionEmployees above reflects those who departed and new hires who started April 13, 2017 after the last report until August 21, 2017. Employees whose effective start dates or separation dates from the college fall on dates after August 21, 2017 will be reflected in the next report.

Citizenship of current full-time employees

Campus	Male	In % of N	Female	In % of N	N
National	96	54.86%	79	45.14%	175
CTEC-Pohnpei	44	57.89%	32	42.11%	76
Chuuk	30	60.00%	20	40.00%	50
Kosrae	25	69.44%	11	30.56%	36
Yap	21	56.76%	16	43.24%	37
FMI	16	72.73%	6	27.27%	22
Total	232	58.59%	164	41.41%	396

Facilities Continued from page 8.

buildings at the Fluorescent tubes at National Campus have been replaced with the LED tubes except for the Gym which has minor installation issue. Same issue on the light fixtures are noted at Pohnpei Campus. Fluorescent lamp holder are being ordered to resolve the issue. Energy reduction from the LED lights has not been analyzed yet but will take place during October utility billing report.

State Campus LED tubes are due at the state campuses by the first week of September.

Inter-Campus shuttle service

The Inter-campus shuttle service has resumed with four buses transporting students from Pohnpei Campus to National Campus between 7:30 AM and 9:00 AM. Two buses take over services after 9:00 AM running eight round trips per day every 30 minutes. As of the first week of service, the buses are transporting about 330 students per day between National and Pohnpei Campus. A final schedule will be released by August 25, 2017. Meeting of bus drivers was conducted in preparation for the beginning of the school year to ensure safety of students and reliability of shuttle services.

Instructional transportation service

Semester transportation request will be posted on the college web to allow instructional faculty and staff to access schedules conveniently to reduce conflicting requests and schedules of field trips.



Procurement and Property Management Office

Abila-MIP System

- 4,149 Purchase Orders and 1,565 Receiving Reports processed using the Procurement Module of the Abila-MIP Accounting System for the current fiscal year (as of Aug. 18, 2017).
- A new Procurement Technician was hired in order to assist in all tasks handled by the PMO. The Procurement Technician started working on the 5th of June. As a result, tasks are now accomplished with more efficiency.

Purchase order tracking

- The P.O. 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 procedures

- Proposed updates on BP 5301 (Procurement Policy) has been approved by the Board of Regents during the last board meeting. Next step would be the approval Administrative Procedure No. 5301 in order to support the implementation of BP 5301.

Inventory of fixed assets

- Inventory of the colleges fixed assets for both the National and Pohnpei Campus will be conducted in September 2017.

Citizenship of current full-time employees

Citizenship	National	CTEC-Pohnpei	Chuuk	Kosrae	Yap	FSM FMI	Total
FSM	128	61	43	30	30	20	312
Philippines	19	9	3	4	4		39
United States	18	3	4		1		26
India				1	1		2
Sri Lanka	3						3
Kiribati	1	1				1	3
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	175	76	50	36	37	22	396

Recruitment data for April 13, 2017, to August 21, 2017

While hiring continues for FY 2017, the table below reflects the 11 new hires who began in the positions during the reporting period.

Campus	Management	Instructor	Professional	Classified	FSM Citizen	Non-FSM	Total
National	2	3	1	1	3	4	7
Pohnpei	1		2		3		3
Chuuk		1				1	1
Kosrae							
Yap							
FMI							
Total	3	4	3	1	6	5	11

Two internal promotions from faculty to management; four COM-FSM alumni including one faculty.

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	Reviewed by Faculty/Staff Senate	Approved & Implemented
Board Policy No. 6017 Performance Evaluation	✓	✓	✓ 3 May 2017
Board Policy No. 6001 Purpose and Scope	✓	✓	Transmitted to BOR for action
Board Policy No. 6018 Termination	✓	✓	Transmitted to BOR for action
Board Policy No. 6023 Outside Employment	✓	✓	Transmitted to BOR for action
Board Policy No. 6032 CSFWCPP	✓	✓	Transmitted to BOR for action
Board Policy No. 6021 Grievance	✓	✓ Still pending	
Board Policy No. 6016	✓ Continuous review by ad hoc		
Standby Differential Policy (new compensation policy)	✓		

Enrichment Initiatives

June 9, 2017

19 attended the workshop for Supervisors at both National and Pohnpei Campus presented by Stephen Finnen and Rencelly Nelson on selected HR policies and procedures.

June 23, 2017

Seven personnel attended the information booth with ASC on the retirement plan at MITC.

June 29-30, 2017

15 personnel attended the workshop for supervisors for both Yap and FMI Campus presented by Stephen Finnen on selected HR policies and procedures.

July 20, 24, & 27-28, 2017

19-20 personnel attended a 5-day computer training at the National Campus by Joseph Felix Jr.



Incentive Awards

May 9, 2017, the college issued 40 awards to personnel at the National Campus in these categories per Board Policy No. 6016.

Innovative Idea Award (\$100)

Christopher Gilmete

Award of Recognition (\$250)

Dr. Michael Muller

Faculty of the Year (\$250)

Timothy Mamangon

Student Choice Award (\$50)

Dana Lee Ling

Staff of the Year (\$250)

Krystilyn Atkinson

Professional Recognition (Certificate)

Dr. Frankie Harriss
Karleen Manuel

Community Service Award (Certificate & Gift)

Delina Ehmes

Good Health Award (Certificate & a day vacation)

Amerihter Thozes
Constantino Jack
Edward Primo
Jim Alexander
Joseph M. Daisy
Julius Cecilio
Lihno Pañuelo
Loatis Seneres
Michael Wiley
Silverina Pretrick
Tomasí Mawi
Yuuki K. Omura

Years of Service (Certificate)

Five Years

Rudelyn Dacanay
Dr. Joseph M. Daisy
Dr. Ikoli Along
Tomasí Mawi

10 Years

Joseph Habuchmai

20 Years

Jennifer Helieisar
Sylvia Henry
Julie Nimea
Lihno Pañuelo
Kiyoshi Phillip

25 Years

Paulino David
John Haglegam

30 Years

Arleen Yamaguchi

31 Years and Beyond Years of Service

Quilda Alex (32 years)
Jackson Phillip (32 years)
Susan Moses (33 years)
Arinda Halbert (36 years)
Alipherta Benjamin (38 years)
Norma Edwin (41 years)
Marion Luke (32 years)