

**College of Micronesia – FSM - Performance reporting form**

<b>Department/Division/Campus:</b>		<b>Period:</b>	<b>1<sup>st</sup> Quarter 2009 (October 1, 2008 to December 31, 2008)</b>
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<p><b>FSM Strategic Development Plan Goal 4: to allow FSM student6s to complete postsecondasry education to assist in the economic and social development fo the FSM.</b></p> <p><b>Mission Statement</b> Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.</p> <p><b>Values</b> Learner-centeredness, professional behavior, innovation, honesty and ethical behavior, commitment and hard work, teamwork and accountability</p> <p><b>Strategic Goals</b></p> <p>The College of Micronesia-FSM, through a cycle of assessment and review, will continuously improve to meet or exceed current accreditation standards and will:</p> <ol style="list-style-type: none"> <li>1. Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively;</li> <li>2. Provide institutional support to foster student success and satisfaction;</li> <li>3. Create an adequate, healthy and functional learning and working environment;</li> <li>4. Foster effective communication;</li> <li>5. Invest in sufficient, qualified, and effective human resources;</li> <li>6. Ensure sufficient and well-managed fiscal resources that maintain financial stability;</li> <li>7. Build a partnering and service network for community, workforce and economic development;</li> <li>8. Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity; and</li> <li>9. Provide for continuous improvement of programs, services and college environment.</li> </ol> <p>College web site: <a href="http://www.comfsm.fm">www.comfsm.fm</a> IRPO web site: <a href="http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html">http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html</a> For additional information contact: <a href="mailto:rschplanning@comfsm.fm">rschplanning@comfsm.fm</a></p>
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**Strategic goal 1:** Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
1A: Promote quality teaching and learning-centered	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>▪ President conducts periodical monitoring trips to campuses to monitor</li> </ul>	

behaviors and environments for the six campuses

the delivery of quality programs and services.

**[Vice President for Student Services]**

- VPSS as the Acting President gave a welcoming remarks at the Education Program meeting held at National Campus. State Campus education staff also participated in the meeting.

**[Kosrae Campus]**

- Total Fall 2008 courses including developmental courses: 48
- Spring 2009 textbook orders and class schedules were forwarded for system-wide appropriate offices.
- SIS was successfully implemented and continued to be a useful and resourceful medium.
- Community-related learning was conducted in Electronic/Telecommunications, Teacher Preparation, Environmental science, and Chemistry
- Initiated discussion on development of learning community; in NIDA Electronics students are academically progressing in cohorts

**[Pohnpei Campus]**

- Students' participation in weekly math puzzles increased in the fall semester with 15 winning entries. This indicates more student interest in the subject.
- Math and Science bowls organized by Math/Science Division in the Fall Semester 2008 was successful. More students participated in the competitions this semester and there was a marked academic improvement in both subjects among them.
- Quality classroom teaching within the HTM division utilizing lecture, PowerPoint, case studies and the HTM Blue Plate facilities.
- Meghan Orgeman's ESL class had hands on experience with the use of the LRC reference section enhancing students' knowledge and skills in LRC use.
- Learning was enhanced for students in Emmanuela Garcia's science class by viewing the DVD entitled Preserving Our Natural Heritage.

**[Yap Campus]**

Fall 2008

- 41 courses are offered with 5 labs
- Remedial/Developmental courses offered = 16
- Voc. Ed courses = 7

Pohnpei Campus

**Fall 2008 Success Rate on Courses offered Fall 2008 based on final grades ("C" and above)**

Course	% Pass	Course	% Pass	Course	% Pa
AG084	100	ESS102B	74	VCF120	75
AG088	100	ESS102V	89	VCT153	93
BK095	35	HTM110	50	VEE100	81
BU095	46	HTM120	82	VEM102	71
BU098	36	HTM150	83	VEE103	48
BU101	91	HTM220	100	VEE222	100
CA100	71	HTM250	67	VEE223	100
CA100S	86	MS095	49	VEE225	100
EN110	59	MS096	46	VEE230	100
EN120A	44	MS099	48	VEE235	100
EN120B	86	MS100	38	VEE240	100

- Degree courses = 18
- Total LRC collection as of Oct. 30<sup>th</sup> = 7,074
- Received books and other documents (Pacific Collection) from National Campus and Book House.
- Received 68 videos and are now being processed.
- Library orientation to 159 students
- All students issued student IDs during registration which must be presented in LRC and Computer Labs.
- Assessment for instructional programs now on-going with Jon Berger taking the lead. More and more faculties are working with Jon to do course and program assessment. These are done in collaboration with Directors, IRPO & Academic Programs

EN1123	94	MS104	75	VEE266	100
E\$L050	25	SC094	74	VEM110	71
E\$L070	80	SC098	67	VEE110	91
E\$L071	58	SC117	82	VEM103	75
E\$L079	39	SC101	91	VEM113	93
E\$L087	77	SS098	72	VSP121	55
E\$L088	36	SS150	88	VSP153A	84
E\$L089	116	VBM101	78	VTM101	93
E\$L098	43	VBM104	83	VTM104	88
E\$L099	29	VCF104	60		
ESLBU095	26	VCF114	50		

**[Vice President for Instructional Affairs]**

- A total of 165 course sections offered at campuses with total of 39 full time faculty and 13 part time faculty.
- Teacher Corps program admits 7 new students to the program at national campus.
- 6 students graduate in BA in Elementary Education through COM-FSM and UOG Partnership program.
- 6 curriculum committee meetings held with 10 new and/or revised courses outlines approved.
- Proposal for “Developmental Education Program” to replace the Certificate in General Studies and IEI program presented to college for review by cabinet, finance committee.
- 4 Trial Counselor program law course outlines being update
- 6 UOG Partnership BA students complete program and graduate

**[Kosrae Campus]**

- Instructors and professors include learner-centered strategies in their lesson planning and delivery

**LRC Activities (October – December 2008)**

**Programs/Services**

	CC	FMI	KC	PC	NC	YC
Patrons usage			7525	11,525	40,645	
Reserved materials				65	809	
Materials circulated			460	303	3,905	

	(all)																								
	Visitors using computers				6	134																			
	<b>LRC computer usage (October – December 2008)</b>																								
		CC	FMI	KC	PC	NC	YC																		
	General application			149	1,185	9,587																			
	Reference			735	40	5,732																			
	Email					5,097																			
	Technical assistance				NA	248																			
	<b>LRC Reference Encounters (October – December 2008)</b>																								
		CC	FMI	KC	PC	NC	YC																		
Reference encounters				40	460																				
1B: Make developmental courses an institutional priority	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>Completion of the construction of the Pohnpei Campus Student Services Center and the Tutoring Center at the National Campus are clear indications of College’s intentions on making the development courses as its priorities.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>Fall 2008 developmental courses: 9 (19%). Eleven developmental courses were posted for Spring 09.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>42 sections of developmental courses (28 ESL &amp; 14 Math) were offered in Fall 2008 semester; 35% of all the courses.</li> </ul> <p style="text-align: center;"><b>Fall Semester 2008 Developmental Courses Passing Rate of “C” and above</b></p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Course</th> <th>TTL Enroll</th> <th>A</th> <th>B</th> <th>C</th> <th>Pass Rate</th> </tr> </thead> <tbody> <tr> <td>ESL050</td> <td>53</td> <td>0</td> <td>6</td> <td>7</td> <td>25%</td> </tr> <tr> <td>ESL070</td> <td>60</td> <td>8</td> <td>16</td> <td>24</td> <td>80%</td> </tr> </tbody> </table>							Course	TTL Enroll	A	B	C	Pass Rate	ESL050	53	0	6	7	25%	ESL070	60	8	16	24	80%
Course	TTL Enroll	A	B	C	Pass Rate																				
ESL050	53	0	6	7	25%																				
ESL070	60	8	16	24	80%																				

ESL071	50	1	14	14	58%
ESL079	96	6	18	13	39%
ESL087	43	8	15	10	77%
ESL088	132	4	12	31	36%
ESL089	92	7	18	25	54%
ESL098	117	8	17	25	43%
ESL099	87	4	6	15	29%
MS095	99	6	10	33	49%
MS096	173	21	17	41	46%
MS 099	98	2	8	37	48%

**[Chuuk Campus]**

- 20 remedial courses with a total of 70 sections were offered in Fall '08

**[Yap Campus]**

- 16 developmental courses offered this fall
- We are working more closely with YHS English Department teachers. English course outlines at YHS are being rewritten into SLO format. YHS Department Chairperson working with campus IC and faculty and Upward Bound staff regarding future workshops, etc

IC: Enhance faculty involvement in the college

**[President]**

- Faculty members in each of the divisions at the Campuses are completing their Program Reviews and will be submitting them to VPIA Office by the end of October of beginning of November.
- Faculty members continue to work on their Course Assessment of the Student Learning Outcomes
- Faculty members are included in the membership of the standing committees and some of them are actively participating in the meetings.
- Faculty Members are the key members in the four accreditation standard committees.

**[Kosrae Campus]**

- full-time instructional faculty assisted with Fall 2008 orientation and registration
- The staff development committee at KC is chaired by a faculty

	<p>member.</p> <ul style="list-style-type: none"> <li>▪ Faculty members were assigned student advisees to assist with Spring 2009 course selection.</li> <li>▪ Instructional Coordinator and Chair of Academic Program attended system-wide meeting to revisit, review, and realign COM-FSM Education Program</li> <li>▪ Department of Instructional Affairs participated in the preparation of FY10 Operation and Performance Based budgets</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Pohnpei Campus IC and faculty were selected as members of the Accreditation Standards Self Study working groups and participated in the write up of the self study.</li> <li>▪ The T &amp; T Division Chair was selected as vice chair of the self-study working group for Standard II.</li> <li>▪ All full-time instructors including IC and two part-time instructors are involved as academic advisors.</li> <li>▪ Academic advisors attended workshop on advisement provided by the Student Services staff, an effort to collaboratively improve the learning process.</li> <li>▪ 15 faculty and staff members attended preliminary meeting of the Pohnpei Campus faculty staff senate.</li> <li>▪ EN/SS faculty were involved in proctoring of the COMET and gained valuable knowledge about the test and how it works.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Faculty workshops on Active Learning done twice a month for all faculties. Part time faculties are invited to attend.</li> <li>▪ All 10 full time faculties are participating in the Standards Committees as well as other standing committees</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ a new faculty representative to the Management Council</li> <li>▪ Faculty members were placed on system wide and campus committees.</li> </ul>	<p>Kind Kanto, chairman of Math and Science, was recently appointed to represent campus faculty on the management council</p>
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**Strategic goal 2:** Provide institutional support to foster student success and satisfaction

Objectives	Accomplishments	Comments/additional detail																												
<p>2A: Promote strategic enrollment management for the college</p>	<p><b>Fall Enrollment 2008 (final)</b></p> <table border="1" data-bbox="537 318 1272 444"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>M</b></td> <td></td> <td></td> <td></td> <td>332</td> <td></td> <td></td> </tr> <tr> <td><b>F</b></td> <td></td> <td></td> <td></td> <td>311</td> <td></td> <td></td> </tr> <tr> <td><b>T</b></td> <td></td> <td></td> <td></td> <td>643</td> <td></td> <td></td> </tr> </tbody> </table> <p><b>[President]</b></p> <ul style="list-style-type: none"> <li>▪ Establishment of Enrollment Management Working Group by the President is in support of this objective.</li> <li>▪ Approval of the Director of Admission, Recruitment, and Retention is also</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>▪ Phi Theta Kappa International Honor Society, Beta Omicron Upsilon Chapter inducted 9 new members. The society encourages leadership, scholarship, service, and fellowship among members.</li> <li>▪ As co-chair for the Enrollment Management Working Group, VPSS chaired biweekly and weekly meetings to develop the Marketing Plan, Recruitment Plan, and the Retention Plan. As of this writing, the Marketing Plan is approved by the President. The Recruitment and the Retention Plan are being developed.</li> </ul> <p><b>[Institutional Research &amp; Planning Office]</b></p> <ul style="list-style-type: none"> <li>▪ IRPO has disseminated extensive information on enrollment management to the college community based on an Enrollment Management Conference attended by the DIRPO and VPSS.</li> <li>▪ IRPO has disseminated extensive information on enrollment management to the college community based on an Enrollment Management Conference attended by the DIRPO and VPSS.</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>▪ Processed 54 applications for readmission; 17 applications for the 2<sup>nd</sup> degree; and 18 applications for the 3<sup>rd</sup> year CA programs. Processed applications had been forwarded to the Committee on Recruitment, Admissions, and Retentions for considerations.</li> <li>▪ Processed 727 course selections for Spring 2009, National campus.</li> </ul>		CC	FMI	KC	PC	NC	YC	<b>M</b>				332			<b>F</b>				311			<b>T</b>				643			<p>Continue to monitor the enrollments at campuses to make sure that resources there can accommodate enrollment</p>
	CC	FMI	KC	PC	NC	YC																								
<b>M</b>				332																										
<b>F</b>				311																										
<b>T</b>				643																										

	<ul style="list-style-type: none"> <li>▪ Processed 12 certificates of attendance for FSM Social Security.</li> <li>▪ Processed and released 19 certificates of enrollment to support scholarship applications, and others</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>▪ Conducted the COMET at all campuses for the certificate level students in November</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Tutoring program in English and Math was conducted by peer and coordinated by a faculty member. Tutees are identified by the faculty during mid-term deficiency report</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ A Landscaping Club was created with 34 student members. The new created 34-member Landscaping Club invited students and shared information on landscaping which increased students' interest in agriculture.</li> <li>▪ Four of the Agriculture certificate program students received full scholarship from the Australian Embassy.</li> <li>▪ Students-to-students and parents-to-parents recruitment within the college was held for the COA Agriculture program as a collaborative effort to recruit more students into the program. Details are in the corresponding column.</li> <li>▪ HTM students continued to have dialogues with other COM-FSM and high school students as a continual recruitment strategy for the program</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• The Enrollment Management Chairman has disseminated minutes and documents relating to discussions and analysis of current problems and issues.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ 450 students enrolled in Fall '08</li> <li>▪ 15 students graduated in Fall '08</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ <u>Fall 2008:</u></li> <li>▪ Total Student enrolled = 211 Total Credits = 2,364</li> </ul>	<p>Approximately 694 certificate and in-service teachers took the test</p>
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	<ul style="list-style-type: none"> <li>▪ TI. Degree = 92    TI. Certificate = 118    TI Audit = 1</li> <li>▪ Freshmen = 42; Sophomore = 50</li> <li>▪ New = 68; Continuing = 134; Returning = 9</li> <li>▪ &lt; ½ time = 31; ½ time = 18; ¾ time = 40; FT = 121</li> <li>▪ Male = 104; Female = 107</li> </ul>	
<p>2B: Become more student-centered in the development of specific college system policies and procedures</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Establishments of the Standard Committees continue to include student representatives.</li> <li>• Development of new programs like AS Degree Programs in Public Health and revision of General Agriculture is more students centered.</li> <li>• Planning of new facilities is incorporating the needs of students into the construction of new facilities.</li> <li>• The development of the SIS the new data base for the College is a student centered initiative.</li> <li>• Majority of things done at the College are student centered.</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>▪ The Student Services Committee had regular monthly meetings to address student issues. Among them were: review of the alcohol policy (the working group is modifying the policy and the draft is ready for the Board of Regents meeting in March.</li> <li>▪ The working group to begin organizing the Founding Day activities was formed.</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>• Processed 260 academic transcripts to support scholarship applications, transfer to four-year HE's, job applications, and others.</li> <li>• Prepared 1,002 academic dossiers of students attending Chuuk Campus in conjunction with the reorganization of OAR-Chuuk Campus paper-filing system.</li> <li>• Processed and 98 degrees and certificates of achievement as proofs of successful program completion.</li> <li>• Released 37 degrees and 4 certificates to graduates.</li> </ul> <p><b>[Student Support Services]</b></p> <ul style="list-style-type: none"> <li>▪ December – 10 Study Marathons were scheduled Oct. 6-7, Dec. 8-10<sup>th</sup>, and both were carried with 56 students in attendance. Most of these students did well on their final exams.</li> </ul>	<p>President Office continues to monitor the developments of policies, programs, and facilities to make sure that needs of the students are included</p>

- There were 5 workshops carried out by faculty and staff members (name of presenter, # in attendance, evaluation results by students):
- Oct. 8<sup>th</sup> – Reading Skills presented Resida Keller with 94 students and about 70-75% strongly agreed that the topic was very interesting and informative.
- Oct. 15<sup>th</sup> – Motivational Skills by Delihna Ehmes with 83 students and about 70-72% strongly agreed that the topic was interesting & informational
- Oct. 29 – HIV/AIDS information workshop by Nurse Ilon with 53 female (only) and 30-34% felt that the information presented was important and informative.
- Nov. 12<sup>th</sup> – Student Accounts presented by from Business Office with 73 students and 51-55% strongly agreed to topic being helpful and informative.
- Nov. 19<sup>th</sup> – HIV/AIDS workshop for male only & 24 attended. Topic presented by Nurse Ilon and
- Overall – 21-23% rated being satisfied with the information presented.
- 85% of student who received tutorial assistance do better on their tests and school work

**[Kosrae Campus]**

- COM-FSM Entrance Test was administered to forty nine (49) students on November 24, 2008.
- The Fall 2008 semester ended with 8 students completed their AS Degree in Education – Elementary.
- The Students Body Association helped in the organization of the Spirit Week, the Thanks Giving Day, and Christmas Celebration.
- The Peer Counseling Center for the students continue to provide it services to the students especially drug related issues, and so as the Campus Health Clinic.

**[Pohnpei Campus]**

- Updates and announcements from the followings: FAO, SBA, Sports & Recreation, and Math/Science Division offices were provided to students at the special student assembly held on October 15, 2008. 105 students attended the assembly.
- Fall 2008 semester Math/Science Quiz Bowl at the gym on October 22, 2008 was well participated.

	<ul style="list-style-type: none"> <li>▪ Welcoming party for campus students was successfully held at the Student Center. Students enjoyed themselves with good food with dances and live music performed by the students.</li> <li>▪ SBA Officers were active in student affairs.</li> <li>▪ Students in COA Agriculture improved their study habits through the development of a study group and advise on time management.</li> <li>▪ To motivate students to seek help when needed and to provide information on their special needs, Meghan Orgeman has devised a tutorial referral form.</li> <li>▪ Issued toolkit sets and uniforms to relevant students in the T &amp; T programs.</li> <li>▪ 15 new computers and 20 power supply backups were installed for T &amp; T programs</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Advisement of students is done continuously this semester.</li> <li>▪ New students this fall are given orientation at the beginning of this semester and are encouraged to take advantage of tutoring program. Students during registration were also encourage to sign up for the tutoring program. These students have been assigned to tutors and are encouraged to take advantage of the tutoring program on campus.</li> <li>▪ Out of 211 students enrolled, 64 were on midterm deficiency list. A total of 35 withdrawals.</li> <li>▪ Announcements and policies are posted in classrooms, lab, and student areas for public awareness.</li> <li>▪ <u>Workshops / Seminars</u> held: Time management, STI presentations at both YHS and Yap Campuses, Peer training to peer educators, Nutrition, diabetes &amp; Hypertension at YHS, Tobacco, Family Planning, and Anemia.</li> <li>▪ <u>Student activities</u>: Ice Cream Social, Movie Nights (2x) with public invited, Students meeting with Joe Saimon, and Social Nite.</li> <li>▪ Yap Upward Bound has established this semester a UB Club consisting of students who were participants in the UB program. Through this club, UB staffs continue to monitor their progress and provide counseling and tutoring when needed.</li> </ul>															
2C: Promote timely college tenure and graduation of students with mastery of array of core learning	<p><b>October – December 2008 # of Counseling Contacts</b></p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>M</b></td> <td></td> <td></td> <td>48</td> <td>59</td> <td>54</td> <td>71</td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	<b>M</b>			48	59	54	71	
	CC	FMI	KC	PC	NC	YC										
<b>M</b>			48	59	54	71										

objectives, including civic-mindedness and self-value

<b>F</b>			48	65	56	112
<b>T</b>			96	124	110	183

College Total:

**SEG SEOG/CWS Fall 2008(#/Amount)**

#	CC	FMI	KC	PC	NC	YC
<b>M</b>	11	12	11	20	86	12
<b>F</b>	14		10	21	117	8
<b>T</b>	25	12	21	41	203	20
<b>\$</b>						
<b>M</b>	2,165	1,200	1,828	1,302	6,764	1,300
<b>F</b>	4,824		1,325	1,419	9,175	779
<b>T</b>	6,989	1,200	3153	2,721	15,939	2,079

**[President]**

- Continue to work on improving retention (50%) and graduation rate (17%).
- Inputs from employers and leaders in the FSM indicated that work ethics of graduates are not good and graduates are not transition smoothly into the workforce. A survey instrument will be developed for getting inputs from graduates and current students ways they think we can improve their work ethics.
- Campus Directors have been directed to establish monthly meetings with their state leadership.

**[Pohnpei Campus]**

- Counselors conducted a workshop on Test Taking Tips where 32 interested students attended.
- More than 300 students learned first-hand what tutoring services are all about and how to benefit for them.
- Counseling given to 100 students on early warning and mid-term deficiency to assist them in improving their final grades.
- AG Program coordinator has weekly conferences with students to evaluate their progress and to discuss other issues.

**[Kosrae Campus]**

- The College Work Study Program was also coordinate during the Fall semester. There were 21 students participated. One of the students

	<p>was placed off campus. It was the first time to place student off-campus. The agency that host the student express great appreciation for the performances provided by the work study student.</p> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>▪ Certified 66 graduates for Fall 2008, National Campus; 4 graduates for Fall 2008, Pohnpei Campus; 6 graduates for Fall 2008, Kosrae Campus; 8 graduates for Fall 2008, Yap Campus; and 14 graduates for Fall 2008, Chuuk Campus.</li> <li>▪ Processed and released end-of-2008.3 term grade reports of all students attending National Campus;</li> <li>▪ Updated Individual Development Plans (IDP's) of students and released them to students and/or academic advisors for academic advisement purposes.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ We have made some progress in this area. For this fall, 134 out of the 211 enrolled students are continuing students. More students are staying in school to complete their program.</li> <li>▪ The student services staffs have conducted student advisement workshops to all advisors (staffs &amp; faculty) during spring semester. This is part of the effort to provide better advising and guidance to students so they have a better and clearer understanding of the programs they are in and what it takes to successfully complete their programs.</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>• Beta Omicron Upsilon Chapter sponsored an essay contest to screen interested student leaders for the US Presidential Inauguration. The College was invited to send two students to Washington to take part in the inauguration in January 2009. As a result, two members of the chapter were selected based on their leadership qualities and the essay result.</li> <li>• The committee also formed a working group to work on the midyear graduation.</li> </ul> <p><b>[Peer Counseling]</b></p> <ul style="list-style-type: none"> <li>▪ A total of 1,878 students were counseled during the 4th quarter of 2008 ; 963 of which were family planning, 26 for financial aid, 139</li> </ul>	<p>Approximate 110 students marched during the midyear graduation on December 18. Fr. Francis Hezel was selected by the graduates as the guest speaker. A theme was selected by the graduates, "Education as the key to success".</p>
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	<p>for substance abuse, 5 for personal, and 726 were others.</p> <ul style="list-style-type: none"> <li>▪ There were 19 students reported for tutoring.</li> </ul>	<p>All reports were received and this is the actual statistics reported. More counseling were done on Family Planning. *The number of tutors are lesser each time after the A+ Center has begun its services.</p>
<p>2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Maintenance of the facilities and grounds at all campuses makes the campuses tidy and makes students to be more health conscious.</li> <li>• Approved hiring of nurses at two campuses to provide necessary health related activities and services.</li> <li>• Attended the student leadership retreat that assisted students leaders on academic and health related issues.</li> </ul> <p><b>[Health Services]</b></p> <ul style="list-style-type: none"> <li>▪ HIV/AIDS Presentation-October 29 &amp; Nov 19, 2008</li> <li>▪ A total of 73 male and female students participated</li> <li>▪ The dispensary planned and implemented activities, in collaboration with Pohnpei State Primary Health Care, to promote public awareness on the effects of diabetes and hypertension and ways to prevent and control these chronic diseases.</li> <li>▪ The committee on World Aids Day planned and implemented activities to educate the public about the devastating effects of the HIV/AIDS and ways to prevent and control its spread. Activities included Essays &amp; Poetry competition with prizes, a World Aids Day March, distribution of red ribbons and t-shirts highlighting this year's World Aids Day theme "Lead: Stop AIDS. Keep the Promise" and video showing and distribution of information on the topic.</li> <li>▪ The outcome of activities planned for this year's Diabetes Day and World Aids Day shows an increase number of participants in both events.. Last year's World Aids Day, we had over 375 participants while this year's event, we had over 450 participants, an increase of 20% over last year's.</li> </ul> <p><b>[Peer Counseling]</b></p> <ul style="list-style-type: none"> <li>▪ Close to 350 staff, faculty and students participated in the World AIDS Day on campus on December 1st.</li> <li>▪ There were about 2,500 brochures given out to students who come to</li> </ul>	<p>Continued to work with Instructional and Student Services Departments to promote health conscious activities at all campuses</p>

	<p>the centers and who participated in our outreach activities.</p> <p><b>[Recreation/Gym]</b></p> <ul style="list-style-type: none"> <li>▪ Hosted Sports &amp; Recreation staff, SBA &amp; Students organization meetings to get organize for school year 2008/09.</li> <li>▪ Continued in the coaching the COM-FSM National Male/Female teams participating in the Pohnpei State basketball open leagues in Kolonia.</li> <li>▪ Continued assist SBA, student organizations/clubs of sports &amp; recreation. All groups have reps and are active in participating in their activities.</li> <li>▪ <b>PROMOTIONAL ACTIVITIES OF THE COLLEGE:</b> High School Basketball Tournament (December 20 – 29) Schools and teams participated: The host 2 male teams – COM-FSM PICS 2 teams – male/female CCA 1 male team SDA 2 teams – male/female CLUBS <ul style="list-style-type: none"> <li>▪ COM-FSM Security Aikido Training</li> <li>▪ ESS Volleyball, ESS Basketball, ESS Weight Resistance and PE Method for 4<sup>th</sup> year students.</li> <li>▪ Summer 2008/Fall Semester 2008 ESS basketball, volleyball, yoga, weight resistance classes, aikido training.</li> <li>▪ Students Organization/Clubs, DSO social function</li> <li>▪ SBA Halloween Party was a blast about 100 plus students showed up and out of the 100 plus about 26% was females &amp; 74% males, boarding students about 60% and off campus students 40%. There were a few drunks but the recreation staff and the security managed to maintain peace and kept the party going.</li> <li>▪ With in this reporting period October to December 2008 students visited the sports center to utilize the game rooms indoor and outdoor is 351 males &amp; 98 females according to the visitor’s log.</li> <li>▪ Total visitation of students including community is around 8000 plus. Of this number about 40% are females and 60% are males</li> </ul> </li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Fall 2008 Intramurals basketball and volleyball were well participated by students.</li> <li>▪ Total number of visits to the Pohnpei Campus gym during the month of October is 542, 743 in November, and 97 in December.</li> <li>▪ HTM office remains open to students. HTM Club members were</li> </ul>	<p>Outreach activities help disseminate information about the program and information that is needed for the youth today, especially on the prevailing diseases like STIs and Teen Pregnancy.</p>
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- given access to a desk and computer for club affiliated work.
- Students in the COA Agriculture program promoted healthy eating habits as well as an increased awareness of the important roles that agriculture has in daily lives by growing and selling vegetables to other students.

**October – December 2008 # Visits to Dispensaries**

	CC	FMI	KC	PC	NC	YC
<b>M</b>			80	97	54	8
<b>F</b>			67	112	56	15
<b>T</b>			147	209	110	23

**October – December 2008 Counseling Activities by Campus # Visits**

	CC	FMI	KC	PC	NC	YC
Academic			272			149
Discipline			0			0
Personal			9		110	34
Career			1			120
Transfer			6			n/a
Other						120
						58

**October – December 2008 # visits to Peer Counseling**

	CC	FMI	KC	PC	NC	YC
<b>Family Planning</b>			96			27
<b>Financial Aid</b>			105			18
<b>Substance Abuse</b>			0			91
<b>Personal</b>			0			31
<b>Other</b>			36			67

**Strategic goal 3:** Create an adequate, healthy and functional learning and working environment

Objectives	Accomplishments	Comments/additional detail
3A: Provide for adequate facilities to support a learning	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>Signed the end of the project documents for the completion of the</li> </ul>	Continue to work with TC & I Department at the



	<p><b>[National campus]</b></p> <ul style="list-style-type: none"> <li>▪ Completed construction of the “A Plus Center and Arts Classroom”.</li> <li>▪ Completed construction of the Mail Room, Bookstore storage area, Security Office.</li> <li>▪ Completed extension of IRPO Office.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Student Services Center --construction is 100% completed.</li> <li>▪ PSBDC Building – construction is 70% completed.</li> <li>▪ AES Research Lab – construction is 85% completed.</li> <li>▪ English/Social Science Office – renovation done during the Christmas break is 95% completed.</li> <li>▪ Administration Building – painting done during the Christmas break is 95% completed.</li> <li>▪ Landscaping students constructed a greenhouse which was utilized for teaching landscaping and agriculture courses and an additional sitting area.</li> <li>▪ Empty space in the Business Division is often utilized by students as a study area.</li> <li>▪ Traditional and Medicinal Plant Botanical Garden Screen House Project was completed through external funding</li> <li>▪ Completed the Student Center building.</li> <li>▪ Submitted pre-design documents for the new LRC to FSM-PMU Office.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Completed the FEMA funded Science Laboratory building.</li> <li>▪ Construction of the Science Lab Bldg. will be completed on January 8<sup>th</sup>, 2009. This project is funded by FEMA with matching provided by Yap State Government.</li> <li>▪ BECA Engineering firm from New Zealand is presently working on designs for other projects – Classroom Bldg., Student Center, and Vocational Ed. Center. (The existing voc ed center is located on private property with the lease agreement due to expire in 2009.)</li> <li>▪ Currently there is not enough space for staff and faculty. Full time faculty members are squeezed into 2 small offices. The admin office is filled with the rest of the staff, including Upward Bound &amp; Peer Counseling Center, &amp; 1 faculty with the exception of IT and CRE staffs. Desperate need for more office space.</li> <li>▪ There is no space set aside for part time instructors. They are asked to</li> </ul>	<p>The AES Research Facilities are funded under special USDA funding provided through COM-LGP to the college and these facilities are the focal point for agriculture and Natural Resources research in each state.</p> <p>Pohnpei Campus Certificate in Agriculture Landscaping students continued to improve the campus through landscape design</p> <p>The T&amp;M Garden Screen House is center for the Landscaping club and the lab. classes</p>
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	<p>use computers in the lab and/or LRC.</p> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Funding for the access road to the Nantaku Site was approved by the Finance Committee.</li> <li>▪ New building for Sponsor Program and Vocation Education has been proposed by President Spensin James</li> <li>▪ New Generator for Mori Site is located into new generator house.</li> </ul>	
<p>3B: Provide for maintenance and upkeep of grounds, facilities, and equipment</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Approved over 30 special contracts for the new fiscal year for maintenance crew at all campuses.</li> <li>• BOR approved additional funds for fuel for transportation and equipment use for maintaining grounds at all campuses.</li> <li>• Approved purchased orders for electrical wires for re-wiring of Chuuk Campus on phase III. This will allow the campus to be hooked up</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Continue purchasing air conditioning units with freon R10A that is both energy efficient and environment friendly.</li> <li>• Two staff completed the solar power installation workshop held at Pohnpei Campus with the hope that planning for alternative energy becomes a priority in the construction and maintenance of facilities at KC.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Campus maintenance and janitorial crew continued to maintain the campus facilities, grounds and equipment as needed. Preventive maintenance was emphasized.</li> <li>▪ Security guards were assigned to closely monitor all campus offices after office hours and during the weekends to make sure that all of the lights and air-conditioners in classrooms and offices were turned off when not in use to conserve power.</li> <li>▪ Maintenance Supervisor, in collaboration with Fiscal Officer, regularly monitored power consumption for the whole campus and reported to Campus Director on a monthly basis.</li> <li>▪ Landscaping staff cleared the weeds around the laboratory area for crop production class.</li> <li>▪ Scheduled maintenance was performed on the HTM teaching facility</li> </ul>	<p>Continue to work with FSM Department of TC &amp; I for the release of maintenance funds from Compact II funds</p>

	<p>as needed.</p> <ul style="list-style-type: none"> <li>▪ Students in Carpentry &amp; BM programs expanded RAC workshop for a more accommodating training space.</li> <li>▪ Students designed landscapes at the T &amp; T workshops as their hands-on projects.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ There are now 2 maintenance staff for the campus doing regular repair and maintenance of all buildings (3) and all their equipment, such as central AC units, split type AC s in addition to voc ed program equipment and campus vehicles.</li> <li>▪ Ground maintenance is done 2x a month by a contractor.</li> <li>▪ 2 janitors clean classrooms, computer labs, restrooms, voc. ed. shops on a daily basis. Other rooms (offices, etc.) are cleaned every other day.</li> <li>▪ All computer systems and software are regularly maintained by the IT team (2 persons). The 2 labs are monitored daily to ensure that students have access to working computers every school day. They also maintain all staff's computers to check for viruses and to install software when needed.</li> <li>▪ Classrooms and voc ed office glass windows have been tinted to help conserve energy</li> </ul> <p><b>[Maintenance &amp; Security]</b></p> <ul style="list-style-type: none"> <li>▪ Completed Exterior painting of building D, M&amp;N.</li> <li>▪ Cleaned roof on bldg. D</li> <li>▪ Utilities budget for FY2009 may be short by \$60,000 at the current rate.</li> <li>▪ Kilo Watt Hour usage Oct. 91,510, Nov. 89,493 &amp; Dec. 82,551</li> <li>▪ A new 28 passenger bus is purchased to improve transportation service to Dorm.</li> <li>▪ Completed 158work orders and 29 transportation requests.</li> </ul>	
<p>3C: Provide for a safe, secure and effective college environment</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Signed over 20 special contracts for security guards to provide security services at all campuses.</li> <li>• Approved one contract for extension of the parking lot at Chuuk Campus.</li> <li>• Approved an addendum to Mori Site that provides additional lands for</li> </ul>	<p>Continue to work with utility companies for improvement of services they provide to College. National Campus has experienced low water pressure and no water at odd hours that impacted dorm. Need to increase budgets for utilities in</p>



	<p>students, faculty, and staff. In cases where a student is injured or very ill, we bring them to the hospital.</p> <ul style="list-style-type: none"> <li>Still working with HRO to fill the position of a Student Service Specialist II/Nurse for the campus.</li> </ul> <p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>System-wide Virus/Exploit attempts per month for 1<sup>st</sup> Quarter 2009: <table data-bbox="546 406 903 503"> <tr><td>October</td><td>67</td></tr> <tr><td>November</td><td>14</td></tr> <tr><td>December</td><td>15</td></tr> </table> </li> <li>System-wide e-mail identified as potential SPAM per month for 1<sup>st</sup> Quarter 2009: <table data-bbox="546 633 903 730"> <tr><td>October</td><td>82349</td></tr> <tr><td>November</td><td>116907</td></tr> <tr><td>December</td><td>175976</td></tr> </table> </li> <li>System-wide High Score SPAM e-mail Deleted per month for 1<sup>st</sup> Quarter 2009: <table data-bbox="546 860 903 958"> <tr><td>October</td><td>69020</td></tr> <tr><td>November</td><td>98147</td></tr> <tr><td>December</td><td>155761</td></tr> </table> </li> <li>Kb/s Data Traffic by Main Gateway per minute average for 1<sup>st</sup> Quarter 2009: <p>*kb/s = Kilobits Per Second (source; mrtg. graphs)</p> <table data-bbox="546 1136 1113 1380"> <tr><td rowspan="2">Chuuk</td><td>In</td><td>87.1 kb/s (17.0%)</td></tr> <tr><td>Out</td><td>13.6 kb/s (2.7%)</td></tr> <tr><td rowspan="2">Kosrae</td><td>in</td><td>93.9 kb/s (18.3%)</td></tr> <tr><td>out</td><td>33.9 kb/s (6.6%)</td></tr> </table> </li> </ul>	October	67	November	14	December	15	October	82349	November	116907	December	175976	October	69020	November	98147	December	155761	Chuuk	In	87.1 kb/s (17.0%)	Out	13.6 kb/s (2.7%)	Kosrae	in	93.9 kb/s (18.3%)	out	33.9 kb/s (6.6%)	<p>5 officers will complete Martial Arts Training in Feb. 2009.</p> <p>.</p> <p>Clearing the site for landscaping class. Extension of electronic workshops and the construction of 36 individual lockers for students</p>
October	67																													
November	14																													
December	15																													
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	out	33.9 kb/s (6.6%)																												

	National/PNI	in	23.0 kb/s (2.7%)	
		out	82.1 kb/s (9.6%)	
	Yap/FMI	in	180.1 kb/s (35.2%)	
		out	22.8 kb/s (4.5%)	

**Strategic goal 4:** Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4A: Enhance communications pathways	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• All Standard Committees have been organized and dates of meetings for the committees have been established. Chairs have been trained on their roles and responsibilities.</li> <li>• Secretaries that will be taking minutes of standing committee meetings have been trained</li> <li>• College will continue to provide the hardware and software to enhance communication pathways.</li> <li>• President’s cabinet members voted unanimously to re-instate the campus directors as non voting members of the cabinet as a means of improving communication system wide</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Established mechanisms to improve communication by making it routine for secretaries to send out minutes and other important documents and timely submissions of reports</li> </ul> <p><b>[Institutional Research &amp; Planning Office]</b></p> <ul style="list-style-type: none"> <li>▪ Communication plan is being drafted</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Pohnpei Campus key staff participated in the Pohnpei Education Symposium (November 25-28,2008) and gave 4 presentations</li> </ul>	Estimated completion date of

	<p>regarding models to improve high school and grade school programs to bridge the gap between the schools and the college. The 4 models presented were: (1) Proposed GEAR UP model prepared by Pohnpei Campus; (2) School-to-Work Model as implemented by Pohnpei Campus at PICS a few year ago, (3) Educational Talent Search Program Model; and (4) Upward Bound Model.</p> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Participated in a FSMDOE institute where bridging the gap from K-12 and higher education was discussed.</li> <li>• The final report on Project Teach was submitted to Kosrae DOE with recommendation to institute Kosrae TEACH as part of the induction program for teachers</li> <li>• Participated in a campus director’s meeting where functions of campus director was reviewed and discussed.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Staff/Management Team meetings every 2 weeks on Monday morning. Second meeting of each month is focused on assessment.</li> <li>▪ All information for students are also posted on bulletin boards and announced in all classes and via SBA officers.</li> <li>▪ Faculty Workshops / meetings take place twice a month. Focus now is on active / cooperative learning techniques.</li> <li>▪ Yap Campus staffs / faculties participate in meetings on campus and with other campuses via teleconference and VoIP</li> </ul>	communication plan is mid November 2008
4B: Provide communications infrastructure to support communication pathways	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Installations of VoIP telephones at major offices at all campuses.</li> <li>• Approval of the \$95,000 by BOR at its August 2009 meeting will the Network that will leads into improve communication and data sharing.</li> <li>• Whiteboard is now available; concerns about the size of current bandwidth at KC were raised in several system-wide meetings</li> <li>•</li> </ul> <p><b>[VP Cooperative Research &amp; Extension]</b></p> <ul style="list-style-type: none"> <li>• Conducted one quarterly CRE Committee meeting</li> <li>• Developed TORs for state advisory councils</li> </ul> <p><b>[ Director of Community Relations]</b></p> <ul style="list-style-type: none"> <li>▪ Support the communications pathways by reviewing the student services website for content and format then recommending for</li> </ul>	

	<p>publication</p> <p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• IT continues with efforts and options with companies in the region using the new GE23 satellite to further support, enhance and improve communications, particularly for distance education capabilities between com-fsm campuses.</li> <li>• Efforts to be part of the WINDS high speed satellite experiment continue:</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Math/Science Division web-site was developed. It is a digital infrastructure that provides communications alternative to the students. Provided on the website are needed information for classes, assignments, grades, and other relevant class information for students.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Network and internet connectivity for all on campus is maintained. All faculty and staff each have a computer to use with the exception of a couple of CRE extension agents.</li> <li>▪ The 2 computer labs have a total of 45 computer systems for faculties and students to use.</li> <li>▪ The LRC only has 4 computers set aside for research purposes. Once the Sci. Lab. Bldg. is complete, LRC will move into a bigger room with plan to have a total of 12 computers.</li> <li>▪ VoIP is set up in offices for use by faculty and staff for meetings and consultations with the other campuses. There are now 4 VoIP set up on campus which has greatly improved / enhanced communication with the rest of the campuses.</li> <li>▪ VoIP has improved communication whereby Committees with members at each of the campus can have conferences to discuss issues, etc. There are still improvements to be made, although this is a very encouraging beginning.</li> </ul>	
<p>4C: Enhance the college community's ability to communicate effectively</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Use of E-mail continues to be major means of communication at COM-FSM as the bandwidth has increased system wide.</li> <li>• Working with VPs on developing decision making grid that will enhance communication system wide.</li> <li>• Instructed the IT Division to develop a user friendly website and train more staff on posting things on the website.</li> </ul>	

	<ul style="list-style-type: none"> <li>• Adopted a new form for taking minutes of the standing committee meetings that may be easily distributed to all at the College.</li> <li>• Continue to use President’s Update to inform the college community members of things that are happening at the college.</li> </ul> <p><b>[Director of Community Relations]</b></p> <ul style="list-style-type: none"> <li>▪ Ensure the college community is up-to-date with its current affairs through the updating of the online calendar of events with weekly reminders.</li> <li>▪ Ensure that students are up-to-date with issues that concern them by conducting a hearing for them on the proposed tuition increase.</li> <li>▪ Ensured student participation in the communication process by conducting a Christmas Card design competition and inviting them to participate.</li> <li>▪ Promote effective communication through the production of news stories for print and online publishing</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Campus Student Services staff assisted ALO Joe Saimon in his presentation to campus students regarding accreditation.</li> <li>▪ Regular standing campus committee meetings were held according to schedule. For <i>Administration</i>, the meetings were: Management Team (monthly), Administrative Staff (monthly), Maintenance, Security, and Janitorial Staff (bi-weekly); for <i>Instructional</i>, the meetings were: Division Chairs meetings (three this quarter), BU/CA Division (monthly), EN/SS Division (two this quarter), Math/Science Division (monthly) T &amp; T Division (three times this quarter); for <i>Student Services</i>, the meetings were held three times this quarter</li> <li>▪ Special meeting regarding PSBDC building was held in November. It was attended by the VPAS, Director of Maintenance, PSBDC Coordinator, and CD. The meeting was to address a request for space by the Pohnpei State Administration.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Directives from the VPAS focus on proper channeling of information and requests through the appropriate office.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ The yapsite email address has proven effective such that draft policies</li> </ul>	<p>Continuously updating the online schedule of the college’s events and meeting schedule, providing weekly reminder through email to all campuses staff and faculty. The hearing was arranged by the SBA officers The competition was open to all staff and students at all campuses. Impartial judgments were made through the publication committee. The winning design was printed as the college official greeting card for 2008. Cards were sold to the college community which benefits the college through the sales deposited to the college’s endowment fund.</p> <p>The following pieces were published:</p> <ul style="list-style-type: none"> <li>• Partnership BA release – Kaselehlie Press and COM-FSM website: <a href="http://www.comfsm.fm/news/dcr/PartnershipBArelease.htm">http://www.comfsm.fm/news/dcr/PartnershipBArelease.htm</a></li> </ul> <p>Open Lab at National Campus – COM-FSM website: <a href="http://www.comfsm.fm/news/dcr/Chem/OpenChemLab.htm">http://www.comfsm.fm/news/dcr/Chem/OpenChemLab.htm</a></p>
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	<p>&amp; procedures, announcements, etc., are shared with all employees on campus.</p> <ul style="list-style-type: none"> <li>▪ New campus representatives have been assigned to committees at the national campus. Committees include Accreditation, Curriculum, Finance, CRE, Sponsored Programs, Personnel, Staff Development, Planning &amp; Resources, Admissions, Financial Aid, Student Services, Publications, and Endowment Fundraising Steering Committee.</li> <li>▪ The on-going assessment process will improve communication, at least for Yap Campus as we will need to work together as one team in order to accomplish all goals and objectives..</li> </ul>	
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**Strategic goal 5:** Invest in sufficient, qualified, and effective human resources

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
<p>5A: Provide on-going professional development of faculty and staff</p>	<p><b>[President ]</b></p> <ul style="list-style-type: none"> <li>▪ Approved 5 staff development requests.</li> <li>▪ Disapproved 2 staff development requests.</li> <li>▪ One Board of Regent Member, President, Comptroller, and VPA attended the Investment Workshop in Manila, Philippines during the week of October 9-11, 2008.</li> <li>▪ Three Regents, President, VPJA, and VPSS attended the Boardmanship Training in Saipan during the week of October 27-28, 2008. VPSS also represented the President at the PPEC meeting that preceded the boardmanship training.</li> <li>▪ President also traveled to Zhejiang Ocean University during the week of October 30-November 2, 2008 and attended the 50<sup>th</sup> Year Anniversary for the University. President also participated in the President Forum that was presented by 14 Presidents from international institutions that attended the 50<sup>th</sup> Year Anniversary for the Zhejiang Ocean University in Zhousan Province in China.</li> <li>▪ Approved five advanced degree staff development requests for faculty and staff during Fall Semester 2008.</li> <li>▪ An Investment Workshop has been organized for the BOR members and the management team. This workshop will take place on December 1, 2008.</li> <li>▪ COM-FSM is collaborating with San Diego State University on an online master degree program for about 20 staff from the college campuses that will commence the beginning of spring 2008.</li> <li>▪ Pacific Postsecondary Education Council will be providing the funding supports for COM-FSM staff that will be attending the Level</li> </ul>	

	<p>I assessment in San Francisco during April 2009</p> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Provide support and directions for the HR Office to implement college policies effectively</li> </ul> <p><b>[Vice President for Instructional Affairs]</b></p> <ul style="list-style-type: none"> <li>▪ Four national campus LRC staff attended/participated in annual Pacific Islands Association of Libraries and Archives meeting in Yap and preconference workshop on grants</li> <li>▪ National campus librarian, Julie Martin co presented with UH/Manoa librarian on US Government Documents collections.</li> <li>▪ Three national campus language instructors attend Guam DOE/UOG sponsored Language Arts Conference on writing across the curriculum.</li> </ul> <p><b>[Peer Counseling]</b></p> <ul style="list-style-type: none"> <li>▪ The Peer Trainer continuously doing his training in Substance Abuse Prevention.</li> <li>▪ The Peer Trainer graduated from the 4<sup>th</sup> yr. program here at our college.</li> </ul> <p><b>Summary Major Professional Development Activities by Campus</b></p> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Staff development training was provided to the student services divisions in OAR and FAO by Joey Odugado and staff from National Campus</li> </ul> <p><b>[Kosrae Campus ]</b></p> <ul style="list-style-type: none"> <li>• Willer Benjamin is continuing his studies at UH-Manoa online program. Mr. Arthur Jonas has been accepted to enroll SDSU online Masters degree program.</li> <li>• Beverly Wabol is on leave without pay attending UOG College of Education</li> </ul> <p><b>[National campus]</b></p> <ul style="list-style-type: none"> <li>• VPCRE and PNI State Coordinator Engly Ioanis attended the CSREES Grant Writing Workshop in Salt Lake City Oct. 6-9</li> </ul>	<p>Sue Caldwell, LRC director, US govt documents librarians Julia Martin and Jenny Hainrick, and Media assistant Karleen Manuel participated in the Pacific Islands</p> <p>Karleen and Jenny's were selected for IMLS/PREL travel grants to support their attending PIALA in Yap</p> <p>As a result of the training, one grant proposal was submitted and three others were improved by using the models and budget advice provided</p>
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**[Pohnpei Campus]**

- The following staff and faculty are pursuing higher education : **Maria Dison** (IC pursuing master's degree on line, University of Hawaii); **Deeleann Daniel** (Math instructor, completed her requirements for master's degree in Education majoring in Mathematics at UH Manoa in December 2008); **Joyce Roby** (HTM assistant instructor, for bachelor's degree in HTM at MSU, will work on her internship at Pohnpei Campus); **Debra Perman** (Business/Computer instructor, for MBA online, Walden University); **Romino Victor** ( T & T assistant instructor 3<sup>rd</sup> year education program, COM-FSM); **Salba Silbanuz** (T & T assistant instructor in Apprenticeship Program, COM-FSM); **Stanley Etse** (Counselor, master's degree on line program, Capella University); **Twyla Poll** (Fiscal Officer, 3<sup>rd</sup> year Accounting Program, COM-FSM); **Timothy Franklin** (Maintenance Specialist in Apprenticeship Program, COM-FSM); **Yoneko Kanichy** (Students Services in FAO, in 3<sup>rd</sup> year Education Program, COM-FSM); **Edwin Sione** (Student Services in Recreation taking English courses for enrichment and enhancing job skills); **Albert Amson** (Vocational Technician, taking a course in Business Machine Servicing, COM-FSM, to enhance job performance).
- For short-term trainings: (1) Emma Garcia, Evelyn Tadana, Cindy Edwin, Emanuel Rodriguez, Nercy Simina, and Penny Weilbacher attended the **Web Page Design and Development Workshop** taught by Pohnpei Campus Math/Science Division Chair George Mangonom in October; (2) Cerilo Recana, Rimino Victor, Timothy Franklin and Wilson Martin attended **a two-week training on Alternative Energy** sponsored by EU held at Pohnpei Campus in November.
- Off-island training and conference's attendance during this quarter are: **Jeffrey Arnold** (SC, attending PACCRO 2008 Annual Conference in Portland, Oregon in November; **two UBP staff** attended COE Annual Conference in Washington, DC to enhance their skills and knowledge in the new changes made for the APR and the new legislation; **CES Nutrition Aide** attended a week-long conference for disability worker held in Nadi, Fiji in December; also in December **CES Extension Agent in Aquaculture** traveled to the Marshall Islands to conduct sea cucumber survey particularly for sand fish species.
- Two T & T instructors (Romino Victor & Xavier Yarofmal) received NCCER certification.

	<ul style="list-style-type: none"> <li>▪ Division Chair for EN/SS received training in the EBSCO Host database in order to better facilitate research options for students in EN120b.</li> <li>▪ Stacy Tadlock and Betson Ifamilik were given training on the use of EBSCO Host database.</li> <li>▪ Staff Development Activities were held on December 15 with the morning session focusing on staff issues and concerns and Staff Development Program updates; afternoon volleyball and basketball competitions. 64 staff/faculty members were present. Listing of issues and concerns are being compiled and sorted.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Jon Berger, Math Instructor, is taking the lead in working with all faculty to do course and program assessment. This is an on-going process. Starting this fall, all faculty (both part time and full time) are expected to administer a pre and post test to students in all classes. Results of these tests are part of the assessment process for courses and instructional programs.</li> <li>▪ Robert Yangerluo, Social Science Instructor, has completed all required courses for his Master's Degree program in Micronesian Studies. He is now working on his thesis.</li> <li>▪ John Mafel, English Instructor, has begun his Master's Program at UOG in August. He expects to complete his program in 2010 with a 3<sup>rd</sup> year to work on his thesis.</li> </ul> <p>[</p>	<p>Certificate is always given at the end of the training. * Mike received his BA degree in Elementary</p>
<p>5B: Recruit and retain qualified personnel to allow delivery of quality services</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Hired Joe Habuchmai as the new Vice President for Administration.</li> <li>• Continue to review the benefits for employees that may be used in hiring and retaining qualified faculty and staff.</li> <li>• Cabinet has recommended that Finance Committee determines the COLA for each of the FSM States. President contacted US Embassy regarding their biannual COLA survey for Pohnpei State and learned that the last COLA Survey for Pohnpei was conducted in 2007 and next one has been scheduled for December 2008. US Embassy is willing to share their 2008 COLA result with the College. The 2007 COLA survey result indicated that COLA for Pohnpei State is at 5%.</li> <li>• Collaborating with San Diego State University on an online Master Degree Program for professional and administrative staff as an</li> </ul>	<p>Need to revisit the policy on recruitment of faculty and staff from abroad. Some of the state campuses are experiencing problem recruiting and retaining qualified faculty due to environmental factors.</p>

incentive for these employees to get their advance degrees and to continue working at the College.

- The College recently submitted a request to the FSM Foreign Affairs and the Chinese Embassy in the FSM to recruit a qualify Chinese Language Instructor at the College.

**[Vice President for Instructional Affairs]**

- Two interviews conducted for Director of Distance Learning Coordinator. Recommended candidate withdrew at last minute.
- National Faculty resignations- Brian Diettrich, music instructor, and Keiko Fuketa, Japanese language instructor resigned at the end of the fall 2008 semester.
- New instructors hired at National Campus: Fall 08 Rucci Yauvoli – Business Division; Snyther Biza – Division of Science & Math; Mary Chang – Languages & Literature
- Spring 09 Melancy Fredrick – Language & Literature; Franky Harris- Marine Science; Reynaldo Garcia- Math; and Edper Castro – Business

The position of Director of Vocational Community and Continuing Education has remained unfilled for 2 years and three advertisements. Grilly Jack continues to serve as acting director

**Fall Semester 2008 Full Time vs. Part Time Faculty**

	CC	FMI	KC	PC	NC	YC
<b>Total</b>			14	38		
<b>Full Time</b>			10	27		
<b>Part Time</b>			4	11		
<b>% Full Time</b>			73%	71%		

College totals: College ratio Full to Part Time Faculty:

**Profile College Faculty by Degree and Origin Spring 2008**

**Profile College Faculty at Pohnpei Campus**

Name	Degree	Origin
Ada, Alicia	MA/Ed. (2)	UH Manoa
Alosima, Alan	BS/C.Engineer	Manuel Enverga University
Daniel, Deeleeann	BA/Math MA/Math	UH Hilo UH Manoa

Elidok, Taylor	BA/ED MA/ED	Southwestern Adventist SDSU
Esteban, Bertoldo	MA/ET	Marikina Institute of Science & Tech.
Garcia, Emmanuela	MS/Management Engineering	St. Louis University
Jano, Shirley	BA/Management MA/ED	Southwestern Adventist SDSU
Jonas, Robert	MA/ED	UH Manoa
Tadlock, Stacy	MA/English Language & Literature	Eastern Michigan University
Lamsis, Pablo	BS/Industrial Ed. MA/ED (in progress)	Nueva Vizcaya State U. Central Luzon State U.
Mangonon, George	MBA	St. Louis University
Perman, Debra	BA/Business Admin. MBA (in progress)	UH at Hilo Walden University
Permitez, Nelchor	PhD/Ed. Management	Eulogio Amang Rodriguez Institute of Science & Technology
Ranahan, Jean	M.Ed. BA, English	University of Maine St. Joseph College, Maine
Recana, Cirilo	MA/Teaching	Marikina Institute of Science & Technology
Rice, Howard	BA/Communication s	MSU
Roby, Joycelyn	AS/HTM BS/HTM (in progress)	COM-FSM MSU
Silbanuz, Phyllis	MS/CIS	University of Phoenix
Silbanuz, Salba	COA/CM Journeyman Certificate (in progress)	COM-FSM US Dept. of Labor
Victor, Romino	AAS/BT in Electrical Journeyman Certificate BA/V. Ed. (in progress)	COM-FSM US Dept. of Labor
Edgar, Gardner	BS/Technology	Texas State University

	<table border="1" data-bbox="541 191 1264 334"> <tr> <td>Macaraig-Santos, Sheila</td> <td>MS/HTM</td> <td>Adventist University</td> </tr> <tr> <td>Yarofmal, Xavier</td> <td>BA/Elementary Ed.</td> <td>UOG</td> </tr> <tr> <td>Tadena, Evelyn</td> <td>Ph.D/Ed; MA/Math</td> <td>De La Salle University</td> </tr> </table> <p><b>[VP Cooperative Research &amp; Extension]</b></p> <ul style="list-style-type: none"> <li>• Two Researchers were identified and offered positions</li> <li>• Two technical staff were hired for open, full-time positions</li> <li>• One clerical position filled</li> </ul> <p><b>[Yap Campus]</b>  <b>Profile College Faculty by Degree and Origin Spring 2008</b></p> <ul style="list-style-type: none"> <li>▪ Faculty Profile by Degree and Origin, Spring 2008</li> </ul> <table data-bbox="590 610 1182 792"> <tr> <td>5 US</td> <td>Masters – 5</td> </tr> <tr> <td>3 Philippine Islands</td> <td>PhD – 1; Masters - 2</td> </tr> <tr> <td>5 FSM</td> <td>Bachelors + graduate credits - 2</td> </tr> <tr> <td></td> <td>Master’s – 1</td> </tr> <tr> <td></td> <td>Associate / Journeymen Cert. – 1</td> </tr> <tr> <td></td> <td>Certificate - 1</td> </tr> </table>	Macaraig-Santos, Sheila	MS/HTM	Adventist University	Yarofmal, Xavier	BA/Elementary Ed.	UOG	Tadena, Evelyn	Ph.D/Ed; MA/Math	De La Salle University	5 US	Masters – 5	3 Philippine Islands	PhD – 1; Masters - 2	5 FSM	Bachelors + graduate credits - 2		Master’s – 1		Associate / Journeymen Cert. – 1		Certificate - 1	<p>Pohnpei AES Researcher position offered  Chuuk AES Researcher position offered  Pohnpei Extension Assistant (Nutrition) position filled  Chuuk Extension Assistant Position (nutrition) and clerk/typist positions filled</p>
Macaraig-Santos, Sheila	MS/HTM	Adventist University																					
Yarofmal, Xavier	BA/Elementary Ed.	UOG																					
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	Associate / Journeymen Cert. – 1																						
	Certificate - 1																						
<p>5C: Update personnel policies and procedures to meet on-going human resources needs</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Have requested the Director of Human Resources and the Staff development Committee to establish a policy that will place a timeline limit on employees’ use of sick leave to take care of their immediate families.</li> <li>• President directed the VPA and DHR to review the sick leave policy section on use of the sick leave to attend to immediate family members and recommend needed amendment on</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Marylene Bisalen, our new Human Resources Specialist, has been conducting training and informational sessions with employees on the policy manual and other issues</li> </ul>																						

**Strategic goal 6:** Ensure sufficient and well-managed fiscal resources that maintain financial stability

Objectives	Accomplishments	Comments/additional detail
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<p>6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Negotiation is underway with a company to develop the marketing plan and strategies for the COM-FSM Endowment. This group developed the Marketing Plan for the UOG Endowment...</li> <li>• Fundraising Activities continue to raise \$100,000/year.</li> <li>• Has been reimbursed on the \$350,000 appropriated for the construction and renovation of Chuuk Campus way back in 2005.</li> </ul> <p><b>[Vice President for Cooperative Research &amp; Extension]</b></p> <ul style="list-style-type: none"> <li>• CRE - Response to Soaring Food Prices Project in collaboration with FAO and FSM National Government</li> <li>• Review and improve the Agriculture in the American Pacific project</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>• VPSS took part in several budget consultations with the Finance Committee to consider supplemental requests by various departments to use college fund balance.</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Established mechanism to control POL and Reprogramming of fund at the end of the fiscal year</li> </ul> <p><b>[Institutional Research &amp; Planning Office]</b></p> <ul style="list-style-type: none"> <li>▪ A grant request for the Japanese Grass Roots program is under development</li> <li>▪ Information has been disseminated to interested individuals regarding a grant opportunities for suicide prevention</li> </ul> <p><b>[Director of Community Relations]</b></p> <ul style="list-style-type: none"> <li>▪ Bring revenue to the college through sale of the Christmas Cards. Generated \$105.25</li> <li>▪ Structures are in place to promote processes for revenue sources through the endowment fundraising.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Submitted a proposal for Japanese Grant Aid for Cultural Grassroots Projects through the College Sponsored Program Committee in the amount of \$32,236 to create a fitness center at the new Student Services Center.</li> <li>▪ Successfully accessed CariPac Grant funding to supplement the Agriculture and Food Technology Certificate Program at Pohnpei</li> </ul>	<p>An MOU has been established to provide funds to be administered by COM-FSM for assistance to families at risk due of the rapid rise in food prices and the environmental effects currently affecting the FSM low-lying islands</p> <p>Local fundraising committees were created. International, governmental and alumni subcommittees are in the creation process.</p>
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	<p>Campus.</p> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Did major reallocation and reprogramming of funds due to shortage. Approximately 30% of the land lease payment was reprogrammed from the current budget</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ CDOE is working with Chuuk Campus to seek assistance from the Compact funding to ease the burden of teacher-student outstanding balance.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ energy conservation measures already in place.</li> </ul>	
<p>6B: Diversify resources of the College</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• COM-FSM Investment Policy Revised.</li> <li>• COM-FSM Investment Policy also revised.</li> <li>• Provided a support letter for the FSM Department of Health Services Grant Proposal to US Department of Health Services that will provide \$300,000 for the Public Health Program and the College.</li> <li>• Received advice of allotment document from SBOC on the \$3.8 million FSM Congress appropriation for the COM-FSM for FY 2009. College included in its FY 2009 budgets \$3.9 million; however, the FSM Congress appropriated only \$3.8 million. Adjustments have to be made on the FY 2009 budgets to reflect the decrease in \$100,000.</li> <li>• President James has been designated by the FSM Congress as the allottee for the College's IDP funds of \$3.5 million. President is consulting the FSM and the OIA officials regarding the administrative cost related to these funds.</li> <li>• BOR adopted College's operational budgets for FY 2010 of \$10,960,726 for five campuses at December 2008 meeting.</li> <li>• BOR also adopted FSM-FMI operational budgets of \$763,770 for FY 2010.</li> <li>• BOR adopted the IDP Budgets for FY 2010 of \$2.5 million.</li> <li>• BOR also adopted an increase in tuition of \$10 per credit. The tuition increase will be in effect by Fall 2009</li> </ul> <p><b>[Vice President for Administrative Services]</b></p>	

	<ul style="list-style-type: none"> <li>▪ Work on the release of the \$3.8 million appropriation per the new requirements by the new FSM Administration</li> <li>▪ Secured \$60,000 funding to train nurses at Pohnpei State Hospital</li> <li>▪ Assist SBRC committee in getting the capacity sector funds for training</li> <li>▪ Work with SBOC and secured the \$350,000 dollars reimbursement for Chuuk Campus renovations</li> </ul>	
<p>6C: Budgeting and resource allocation</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Budget hearings for FY 2010 will begin soon and budget guidelines stipulated allocations of resources based on priorities and assessment results</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Conducted meeting with all directors of the programs on the FY 2010 and the Performance Based Budget that IRPO formulated and had all budgets sent to IRPO for compilation.</li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>▪ Finance Committee handled the consolidation, discussions and in conducting budget hearings for the following FY 2010 budgets:  Operations budget - \$10,960,726  FMI - \$757,945  Bookstore - \$102,202  Cafeteria - \$182,329  IDP - \$2,500,000</li> </ul> <p><b>[Institutional Research &amp; Planning Office]</b></p> <ul style="list-style-type: none"> <li>▪ Performance budget forms for 2010 were dissemination and programs and units requested to provide needed input for compilation of the performance budget. The performance budget 2010 is to be presented to the Planning and Resources Committee and BOR in its December 2008 meeting</li> </ul>	<p>The board approved the recommended FY 2010 budget on Dec. 3 – 4 board meeting.</p> <p>As of 10/10/2008 a large number of programs, campuses and office have yet to submit their performance budgets</p>
<p>6D: Develop and implement college sustainability plans that will lead to the careful stewardship of natural and man-made resources, saving of revenue, and enhancement</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• An alternate energy plan is under development for conservation of energy and resources at the College.</li> <li>• Continue to monitor the submission of travel vouches by employees of the College that traveled on College’s TAs.</li> <li>• Continue to monitor collections on outstanding balances for students.</li> </ul>	

<p>of the college experience; serves as a model for the nation</p>	<ul style="list-style-type: none"> <li>Signed the agreement on implementation of the audit of fiscal year 2008 with Deloitte on November 6, 2008.</li> </ul> <p><b>[Vice President for Cooperative Research &amp; Extension]</b></p> <ul style="list-style-type: none"> <li>CRE - Response to Soaring Food Prices Project in collaboration with FAO and FSM National Government</li> <li>Review and improve the Agriculture in the American Pacific project</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>The two landscaping class shown a lot of ability within them. The ability to design and utilized natural materials for their design. We had encouraged them to use local materials as much as possible. Areas that are completed brought a relaxing and beautify the surrounding.</li> </ul> <p><b>October – December 2008 Power Consumption (Kw)</b></p> <table border="1" data-bbox="537 894 1272 959"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>Total</b></td> <td></td> <td></td> <td></td> <td>75,112</td> <td></td> <td>26,565</td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	<b>Total</b>				75,112		26,565	<p>Meetings were held to develop TOR's for an establishment consultancy to be funded by EU Alternative Energy Program.</p> <p>VP-CRE and ANR Coordinator Jackson Phillip assisted in the review and strategic plan development for the Region 9 Water Quality Program and drafting of the proposal for submission.</p> <p>Materials: Most of the materials that the landscaping class uses for their class came from the Traditional and Medicinal Garden area. T&amp;M had provide plants and cutting for the students. T&amp;M staff assisted in many of the landscaping project.</p> <p>Soil: Most of the soil was dug up from areas that were cleared which reduce a lot of money. T&amp;M staff continues to support the students in their projects.</p> <p>Yap campus's average monthly cost is \$2,575.65 of which 89% is usage and 11% is fuel surcharge.</p>
	CC	FMI	KC	PC	NC	YC										
<b>Total</b>				75,112		26,565										

**Strategic goal 7:** Build a partnering and service network for community, workforce and economic development

Objectives	Accomplishments	Comments/additional detail
<p>7A: Increase involvement of the community in college affairs</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>President's Office Priority Objectives for the FY 2009 and 2010 will be to improve the image of the College internally and externally. Strategies are being developed for this objective</li> </ul>	<p>Need to develop survey instruments to gather inputs of stakeholders on college affairs. Private sector survey is underway to determine what skills college needs to provide for jobs that they</p>

	<p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Represent the President in organizing the SPREP conference which was very successful and the Annual Tuna Commission Conference.</li> <li>▪ Provide support to Chuuk Campus with generator problems and other necessary coordination to continue services at Chuuk.</li> </ul> <p><b>[Vice President for Instructional Affairs]</b></p> <ul style="list-style-type: none"> <li>▪ Acting DVCEE attended 10th Micronesian Chief Executive Summit(MCES) held at COM-FSM national campus</li> <li>▪ Land management training project completed and closed out. Final training completion were Pohnpei at 100%, Yap at 100%, Kosrae at 80% and Chuuk only 30%. .</li> <li>▪ 5 linemen were awarded journeyman USDOL certificates. Acting DVCCE participated in a Journeyman awarding ceremony for Yap Utilities.</li> <li>▪ Acting DVCCE met with New Horizon computer learning center in Guam and discussed possibilities for training for vocational students and COM-FSM personnel.</li> <li>▪ Acting DVCCE accompanied President James, VPA Joe and Maintenance Director Fransisco meet with FSM President Mori regarding a resolution passed by FSM Congress to establish vocational training Chuuk campus.</li> </ul> <p><b>[Director of Community Relations]</b></p> <ul style="list-style-type: none"> <li>▪ Improve involvement of community in college affairs by compiling and submitting a report to the Dr. Patrick Tellei.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Initial contact was made by the Kosrae Department of Resources and Economic Affairs to seek possibility of transferring research and extension services in agriculture and marine resources to the College</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ CD accompanied the President and BOR members to pay courtesy visit to the Pohnpei State Governor and Lt. Governor of Pohnpei State in December. Topics discussed were current collaborative programs and projects between Pohnpei State Government and the College and potential future collaboration.</li> <li>▪ PSBDC launched a statewide community-based business awareness</li> </ul>	<p>need to be filled at their businesses.</p> <p>Altogether 41 modules were delivered across the four states at a cost of \$ 97,552.24. Also three training modules were eliminated from the original list of training modules based on the unavailability of trainers in these areas and these were land valuation, mediation and records management</p> <p>Dr. Tellei is a commissioner with the ACCJC representing the Pacific Postsecondary Educational Conference (PPEC)</p>
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	<p>program in October 2008. Awareness trainings were held in all of the municipalities during the three months of this quarter.</p> <ul style="list-style-type: none"> <li>▪ The following trainings were conducted and completed by PCTI during this quarter: (1) two groups of Basic Accounting II were conducted in October and November. A total of 32 participants completed the training; (2) Land Management Survey and Mapping Computer Training (AutoCad ) and Land Development Training with 12 participants each; (3) Basic Computer Training requested by Australian Embassy for four students on scholarship was also successfully completed.</li> <li>▪ UBP and ESTP separately held meeting with parents of program participants this quarter to begin the cycle of their annual programs.</li> <li>▪ CD and Pohnpei CRE Coordinator worked closely with the Island Food Community of Pohnpei, a Pohnpei NGO, in the capacity of board members to support Pohnpei CRE programs and projects.</li> <li>▪ CD and Pohnpei Campus key staff held three meetings, in November, with parents of current and future students and the community at large to inform them of the proposed \$10 tuition increase for Fall Semester 2009.</li> <li>▪ T &amp; T Club members (electronic students) repaired the scoreboard at the Spanish Wall Ball Park.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ good working relationships with Health Services, Resources &amp; Development Workforce Enrichment Division (WED), Scholarship Office, Yap DOE, SAIL (School Administrator &amp; Instructional Leader), FEMA/PA Office, Yap High School, Ulithi High School, Woleai High School, Yap SDA High School, and Yap CAP.</li> <li>▪ This is done with Career Day each semester. More and more agencies / organizations are participating in this event to share information about their program and careers needed in their industries.</li> <li>▪ More agencies / organizations are requesting list of Yapese graduates from COM-FSM as part of their recruitment efforts.</li> <li>▪ Yap State Government continues to be very supportive of the college by agreeing to provide use of state owned land at a rate of \$1 per year for the 3<sup>rd</sup> five year lease.</li> </ul>	
7B: Enhance and promote employment opportunities	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• A letter has been sent to the FSM Department of TC &amp; I at the FSM to established negotiations with shipping companies that frequent the</li> </ul>	

	<p>FSM to hire FSM FMI Graduates.</p> <p><b>[Vice President for Instructional Affairs]</b></p> <ul style="list-style-type: none"> <li>▪ COM-FSM provided technical assistance to PREL, State DOE and FSM DOE to develop a set of career and technical standards for K-12. These standards are currently under review by the all entity involved in their development</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• A Financial Aid Technician was hired during the month of October as part of recruitment and retention initiative by the Department of the Student Services.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ All vacancy announcements are posted and announced on FM radio.</li> <li>▪ A list of graduates of COM-FSM (national, FSM FMI &amp; yap campus) is shared with government and private companies.</li> </ul>	<p>Acting DVCCE and VPIA had a teleconference with PREL on having another workshop to finalize the career and tech standards for FSMNDOE.</p>
<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• College has collaborated recently with the Department of Health Services in the FSM to develop and implement Public Health, Nursing, and Dentistry at the College.</li> <li>• The FSM, Republic of the Marshall Islands, and the Republic of Palau are considering the COM-FSM as the possible site for the Dental Health Program.</li> <li>• Submitted two substantial changes report on AS Degree Program in Public Heal and Modified AS Degree Program in General Agriculture. The substantial change report for the AS Degree Program in Public Health was approved with condition as the College needs to provide more information on government’s funding support on the program. The substantial change report for the AS Degree program in General Agriculture was not approve by WASC Commissioners as they need information on funding sustainability of the program at the College. Administration is working on providing information needed by WASC by November 17, 2008.</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Secured funds from the National Government Resource and Development and made it possible for 2 participants from each campuses to participate in the 2008 Solar PV training</li> </ul>	

**[Vice President for Instructional Affairs]**

- Two day meeting of State and national campus education faculty results in recommendation to phase out AS in Elementary Education and replace with AA in Teacher Prep and 3<sup>rd</sup> year Teacher Preparation.
- Acting DVCCE attended a solar system installation training program sponsored by European union held at Pohnpei campus for one week. This training included various governmental agencies and members from the community.
- Trial Counselor has been revived and four courses offered in Fall 08 to with more than 20 participants from various legal related agencies participating.
- 4 courses are offered in Trail counselor program for spring 09 on Pohnpei, 3 in Yap.
- AS in Agriculture and Natural Resources reviewed by WASC but not approved pending further information on fiscal resources to sustain the program.
- Public Health Training Program was approved by WASC. Classes are to begin in Spring 09..
- Nursing Program --Consultant, Dr. Karen Merriman was hired to assist with re planning the Nursing program and preparing submission to WASC for accreditation approval.
- SEPIIE ( Special Education Program for Pacific Island Entities) Teacher Training Project was given a one year extension .
- 16 teachers have completed their AS degree to date.
- Certificate of Achievement in Agriculture and Food Technology program revived at Pohnpei Campus.

**[Chuuk Campus]**

- Our Upward Bound Program continue to serve 70 students through its high school college preparatory programs.
- 3 grants under the Compact sectoral funding for CRE Chuuk Campus.

**[Pohnpei Campus]**

- PSBDC promoting technical assistance in business development for Pohnpei State residents by launching a state-wide community-based business awareness program in October 2008. Awareness trainings were held in all of the municipalities during the three months of this quarter.

	<ul style="list-style-type: none"> <li>▪ PCTI continued to promote the College as a major source of technical assistance through regular communication with clients and potential clients, and through advertisement of programs and trainings to the Government agencies and the community.</li> <li>▪ T &amp; T students under the supervision of Instructor Nelchor Permitez was requested by the Pohnpei State Lt. Governor to repair the baseball score board as part of a class project. The task, which had not been able to be successfully performed by other on-island technicians, was successfully done by the College T &amp; T students, a very good promotion for the College T &amp; T program.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• At a lunch meeting, the Governor of Kosrae, Director of DREA, and KSL Chairman of Education were informed of an attempt to create a short term training institute to service both the public and private sectors in Kosrae. The replication of PTI at Pohnpei Campus is being considered.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Yap Campus and Yap DOE have been working together to get teachers to achieve their AS degrees in elem. Ed. At end of summer session, 25 teachers received their AS – Teacher Education – Elementary degrees. We expect to graduate more by end of this fall semester.</li> <li>▪ We are also working with Health Services to train their nurses and health assistants to man the dispensaries and community health centers. Health Assistants Program will resume in spring semester with courses to be offered.</li> <li>▪ We also will offer Trial Counselor’s Program in spring semester by request of the Yap State Court.</li> </ul>	
<p>7D: Provide Cooperative Extension Services to the community</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The COM-FSM CRE Programs continue to provide Cooperative Extension to Communities in the FSM.</li> <li>• The completion of the new Land Grant Research Labs will enhance these aspects of the CRE Programs at the College. The construction of the Research Lab for Chuuk and Pohnpei States have been completed and will increase the capabilities of the researches in these two states to provide cooperative extension services needed for these two states.</li> <li>• The renovation of the Research lab at Kosrae State Campus is ongoing and will be completed soon.</li> </ul>	<p>Need to work on the offices for the Cooperative Extension Offices in Chuuk and Pohnpei States so they can be included in the newly and to be completed Research Labs.</p>

	<ul style="list-style-type: none"> <li>• Pohnpei Campus Extension services office is nearly completed and will house the extension agents' offices.</li> </ul> <p><b>[VP Cooperative Research &amp; Extension]</b></p> <ul style="list-style-type: none"> <li>• Recognition of Excellence in Extension of Dr. Verma</li> <li>• Conferences attended</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Monthly information bulletin helped to create greater awareness about diverse uses of noni among the community at large</li> <li>▪ Morphological characterization revealed significant variation in the morphological features of three noni varieties</li> <li>▪ Extension leaflets helped to disseminate research findings to farmers and home owners so that interested could adopt appropriate measures</li> <li>▪ Greater enthusiasm of community members in home gardening using simplified micro gardens</li> <li>▪ Improved well-being of families at Gargey</li> <li>▪ Gargey community incorporated vegetables from home gardens in their daily food menu, thus improving general health</li> <li>▪ Groups show great enthusiasm in vegetable gardening</li> <li>▪ Discussion with NRCS Scientist helped to know more about Yap's soils and steps need to reclaim them</li> <li>▪ Community gained considerable experience in managing biodegradable wastes and effectively undertakes composting</li> <li>▪ Identified a potential buyer for noni fruits</li> <li>▪ Collective participation of community members in gardening activities</li> <li>▪ Physical activity of women members increased due to gardening</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Chuuk CRE continued working with the various community in different outreach programs.</li> </ul> <p><b>[Yap Campus]</b></p> <p><b><u>CES:</u></b></p> <ul style="list-style-type: none"> <li>▪ Monthly information bulletin helped to create greater awareness about diverse uses of noni among the community at large</li> <li>▪ Morphological characterization revealed significant variation in the morphological features of three noni varieties</li> <li>▪ Extension leaflets helped to disseminate research findings to farmers</li> </ul>	<p>Dr. Vema of Kosrae AES was awarded the Excellence in Extension Award for the Northern Region by the Secretariat of the Pacific Community</p> <p>Dr. Muru of AES Yap was sponsored to attend a South Asia Noni Development conference</p> <p>VP-CRE Attended the New Deans and Directors Orientation</p>
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	<p>and home owners so that interested could adopt appropriate measures</p> <ul style="list-style-type: none"> <li>▪ Greater enthusiasm of community members in home gardening using simplified micro gardens</li> <li>▪ Improved well-being of families at Gargey</li> <li>▪ Gargey community incorporated vegetables from home gardens in their daily food menu, thus improving general health</li> <li>▪ Groups show great enthusiasm in vegetable gardening</li> <li>▪ Discussion with NRCS Scientist helped to know more about Yap's soils and steps need to reclaim them</li> <li>▪ Community gained considerable experience in managing biodegradable wastes and effectively undertakes composting</li> <li>▪ Identified a potential buyer for noni fruits</li> <li>▪ Collective participation of community members in gardening activities</li> <li>▪ Physical activity of women members increased due to gardening activities</li> <li>▪ Proceeds from sales of vegetables aptly supplemented family income and improved living standards</li> </ul>	<p><b>Activities</b></p> <p>Over 200 seedlings to distributed to community under the noni project</p> <p>Published information bulletin and extension leaflets to create awareness of research and extension programs</p> <p>Based soil Solarization experiment, an extension leaflet is compiled and circulated among farmers and other community members</p> <p>Two extension activity reports submitted online</p> <p>Five members of Yap SDA School Administration received training in micro gardens</p> <p>Current month yield of Gargey Community Food Project includes 192 heads of Chinese cabbage, 69 pounds of bell pepper and three bundles of long beans</p> <p>Gargey community groups earned \$69.00 from sale of vegetables</p> <p>Detailed discussion with NRCS Soil Scientist Dr Bob Gavenda regarding Yap's soil survey results and steps needed to increase its productivity</p> <p>Six extension activity reports and 3 research reports submitted online</p> <p>Two extension leaflets circulated among stakeholders</p> <p>Three monthly information bulletins covering information about noni were circulated among community members</p> <p>Harvest of this quarter includes 874 heads of Chinese cabbage, 11 heads of lettuce, 132 pounds of bell pepper and 17 pounds of long beans</p> <p>We have identified a potential buyer from Utah for Yap noni fruits. Efforts are underway to ship sample fruits in frozen</p>
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**Strategic goal 8:** Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity

Objectives	Accomplishments	Comments/additional detail
<p>8A: Increase community involvement in college affairs</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• President’s Office is already making this objective as its priority. Strategies for the objectives are being developed on will be used as its objectives for 2009 and 2010,</li> <li>• Communications have been sent to the FSM President and Speaker of the FSM Congress regarding quarterly meetings with them on ways of improving the communication between their offices.</li> </ul> <p><b>[Vice President for Instructional Affairs]</b></p> <ul style="list-style-type: none"> <li>▪ English language Debate conducted in PNI State Legislature chamber.</li> <li>▪ National Campus librarians assist in organizing workshop for other Pohnpei librarians as follow up on Leaders in Pacific Libraries project and PIALA workshop training.</li> <li>▪ Annual Christmas Concert held at National campus in Dec well attended.</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>• VPSS was invited by the Pohnpei Rotary Club to talk about Project Graduation where school supplies are donated by the college community, especially the graduates and their families to be given to a designated school. Rotary Club wanted to join this effort.</li> <li>• VPSS participated in a Congressional Hearing for the Board of Regents nomination, Kasio Mida. Mr. Mida was confirmed as a result of the hearing testimonies from the college administration.</li> <li>• Board of Regents held its December meeting at Pohnpei Campus. Prior to the meeting the State Campus Directors also met with the members of the President’s Cabinet regarding on-going issues about instructional and student services programs as well as budgetary concerns. Future direction of the college was also discussed. The Board instructed the administration and to come up with talking points about the future direction of the college for the March 2009 Board meeting in Chuuk.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Recruitment campaign to resume this fall.</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Business organizations, government agencies, and individuals supported our efforts to raise funds for the 5 Yapese students to participate in ISETS – China this December.</li> <li>▪ Public was invited to the movie nights. 100+ people showed up for the movies.</li> </ul>	
8B: Cultivate respect for individual differences, and champion diversity	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• College continues to develop and offer programs and services that promote cultural difference and diversity. For example, offering of Micronesian Studies, Japanese Language Courses, Chinese Language Courses, and developmental courses that also address the diversity of learners among its students</li> </ul> <p><b>[Vice President for Student Services]</b></p> <ul style="list-style-type: none"> <li>• VPSS traveled to Saipan with the President to attend the Boardmanship training and to represent the President at the PPEC meeting. All the regional institutions attended the meetings. (UOG, GCC, NMC, CMI, PCC, and COM-FSM)</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• There are 7 Filipinos, 2 Indians, 1 Nauruan, 2 U.S. citizens, and 24 Micronesians staffing 245 Micronesian students at KC.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Students continue to enjoy using our two traditional canoes and learning about them.</li> <li>▪ Myjolenda Kim took student from her Micronesia Culture class on a weekend retreat</li> </ul>	Student in SS150 History of Micronesia utilized the paddling canoe in its course.

**Strategic Goal 9:** Provide for continuous improvement of programs, services and college environment

Objectives	Accomplishments	Comments/additional detail
9A: Improve institutional assessment and evaluation	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The College is doing this at all levels. For example, the instructional programs, students service programs, and all administrative units.</li> <li>• An Assessment Planning Group has developed an Assessment Handbook that will assist in this regard.</li> <li>• The accreditation evaluation of the College takes place every six years. The next evaluation and reaffirmation visit is in March 2010 so</li> </ul>	

	<p>members of the College Community are busy working on writing the self-study report for that evaluation. The COM-FSM accreditation was reaffirmed in 2004. This means that it has good standings on its accreditation with WASC.</p> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Liaison between COM-FSM and SDSU on the Master Program</li> <li>▪ <b>Work with SDSU on plans and logistics to smooth the SDSU Master Program startup</b></li> </ul> <p><b>[Vice President for Instructional Affairs]</b></p> <ul style="list-style-type: none"> <li>▪ Program Evaluations for the following programs have been submitted to the Director of Academic Programs: Micronesian Studies Education – all programs Agriculture</li> <li>▪ Yap campus has submitted assessment reports on their General Education core courses.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Program assessment reports were completed in the following programs: Electronics/Telecommunication; Small Engine Repair, and Career education in Motor Vehicle Mechanics.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Jon Berger, Math Instructor, has taken the lead in assisting all faculty members with the assessment process. This is an on-going process.</li> <li>▪ Yap Campus has submitted assessment worksheets for all administrative units</li> </ul>	
<p>9B: Integrate planning, evaluation and resource allocation for continuous improvement</p>	<p><b>[Vice President for Student Services ]</b></p> <ul style="list-style-type: none"> <li>▪ As chair for the Accreditation Self Study Standard III, VPSS took part in biweekly meetings of the Self Study Steering Committee to receive guidance for the self study process.</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Develop VPAS continuous plan in which two workshops with customer services and protocols were prioritized</li> <li>▪ Meet with departments and obtained recommendations on areas for</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Problem statement 2:</b> Inadequate development, understanding and application of quality standards for an effective student centered learning environment</li> </ul> <p>Follow up is need with UOG Liberal Arts to determine an action plan for joint evaluation</p>

	<p>improvement</p> <p><b>[Institutional Research &amp; Planning Office]</b></p> <ul style="list-style-type: none"> <li>▪ Provided presentations and working sessions at Chuuk, Yap and FMI sites on developing/reviewing improvement and assessment plans.</li> <li>▪ Meeting with UOG Dean of Liberal Arts resulted in discussion to explore joint evaluation of articulated course between UOG and COM-FSM. IRPO is working with DAP to identify course and instructors for the joint assessment/evaluation project.</li> <li>▪ The working group for Self Study Standard II being lead by IRPO has been formed with ongoing working sessions to develop the descriptive analysis of the college against standards related to student learning outcomes. Descriptive section for standard II is to be completed by December 2008.</li> <li>▪ Based on IAP presentations national faculty begin development/revision of mission, goals and improvement outcomes for degree programs.</li> <li>▪ Technical assistance was provided for conducting an After Action Review of fall semester registration. Based on the review - recommendations were made for improvement of the registration process.</li> <li>▪ [Assessment Committee has been formed and is initiating review/development of policies to support assessment/evaluation at the college.</li> </ul> <p><b>[Board of Regents]</b></p> <ul style="list-style-type: none"> <li>• The following were elected Board officers for 2009: <ul style="list-style-type: none"> <li>▪ Graceful Enlet           Chairman</li> <li>▪ Lyndon Cornelius   Vice Chairman</li> <li>▪ Mary B. Figir       Secretary-Treasurer</li> </ul> </li> <li>• A balanced operations budget for FY 2010 in the amount of \$10,960,726 was approved and a request for \$3,900,000 is to be submitted to the FSM National Government.</li> <li>• A budget of \$757,945 for FSM FMI for FY 2010 was approved for submission to the FSM National Government.</li> <li>• FY 2010 budgets for the following auxiliary enterprises were approved as follows:</li> </ul>	<p>of articulated courses.</p>
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	<p style="text-align: center;">Bookstore                      \$102,202 Cafeteria                        \$182,329</p> <ul style="list-style-type: none"> <li>• A budget of \$2,500,000 for Infrastructure Development Projects for FY 2010 was approved for submission to the FSM National Government.</li> <li>• A FY 2010 budget of \$96,000 for the Board of Regents was approved for submission to the FSM National Government.</li> <li>• The Board approved a tuition increase of \$10, from \$95 to \$105 per credit effective fall 2009.</li> <li>• The following were authorized as signatories of the College's bank accounts: <ul style="list-style-type: none"> <li>▪ President</li> <li>▪ Vice President for Administrative Services</li> <li>▪ Vice President for Instructional Affairs</li> <li>▪ Vice President for Student Services</li> <li>▪ Vice President for Cooperative Research and Extension</li> <li>▪ Comptroller</li> </ul> </li> <li>• Bank accounts will to be maintained by two signatures from any of the above authorized signatories.</li> <li>• Existing authorized signatures at state campuses for imprest funds and training bank accounts will be maintained on status quo.</li> <li>• Action on the proposed revisions to the College of Micronesia-FSM Endowment Fund Investment Policy Statement was deferred pending review of the revisions by the investment consultant to take into consideration the current market environment.</li> <li>• The Board directed the administration to provide talking points for the Board's discussion during the next meeting on the future direction of the College.</li> <li>• The minutes of the August 27-28, 2008, special meeting as amended were adopted.</li> <li>• The next Board meeting will be held in Chuuk a week after the Congressional elections in March 2009.</li> </ul> <p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• FY 2010 Budget will be allocating budget based on established priorities at the College.</li> <li>• The annual single audit for the College of Micronesia-FSM for fiscal year 2008 has started. The Business and Financial Aid Offices had been requested by Deloitte to submit student's financial information</li> </ul>	
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	<p>and financial statements so FY 2008 audit can resume.</p> <p><b>[Director of Community Relations]</b></p> <ul style="list-style-type: none"> <li>▪ Ensure the college to establish communication with its alumni by creating and updating an alumni contact list.</li> <li>▪ Improve enrollment at the college contributing as a committee member in the marketing, recruitment and retention committee.</li> <li>▪ Ensure that the college will be able to deal with future energy needs through membership in an alternative energy group which will generate plans and guidelines for the college in regards to alternative energy.</li> </ul> <p><b>[Institutional Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>▪ Provided presentation to cabinet on continuous improvement process to increase understanding of roles and responsibilities of key leaders at the college in coordinating the development of department goals and objectives based on program assessment and program review and development of institutional priorities to drive resource allocation decisions.</li> <li>▪ A draft FMI Strategic Plan was completed and is under going review by FMI staff prior to transmittal to appropriate committees for review.</li> <li>▪ Assistance has been continued to be provided for development of the enrollment management plan.</li> <li>▪ Compiled Performance Budget 2010 for presentation to college community and BOR.</li> </ul> <p><b>[Yap Camus]</b></p> <ul style="list-style-type: none"> <li>▪ Assessment workshop provided and assessment of each unit done</li> <li>▪ Better understanding of need for assessment and governance policy</li> </ul>	<p>Cabinet members are developing improvement plans</p>
<p>9C: Increase research and data driven decision making</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>▪ Research and Planning Office continues to collect data quarterly, semiannually, and annually that have assisted the management to make decisions that are data driven.</li> </ul> <p><b>[Institutional Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>▪ IPEDS Fall Semester collection was opened and information is being gathered to complete the survey</li> </ul>	

	<ul style="list-style-type: none"> <li>▪ Director provided presentations on Governance policy and new standing committee structure to Pohnpei Campus (presentations have been completed at all campuses) and conducted discussion regarding the implementation and impact of the governance policy.</li> <li>▪ IRPO has received and responded to 13 data requests with 3 additional data requests being developed. Requests are primarily related to enrolment and graduate data.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>▪ A scientific trial was made on pig feed (fermented breadfruit) at the Agriculture Farm conducted in affiliation with WSARE. The result is ready to be disseminated to the farming communities.</li> </ul>	
9D: Develop an integrated data system	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>▪ The first phase of this task has been completed. The Board of Regents approved \$95,000 at its August 2008 meeting to complete the second phase of this project. The end results of this will be improvement on sharing data and information for making decisions. The second phase has started already.</li> </ul> <p><b>[Vice President for Administrative Services]</b></p> <ul style="list-style-type: none"> <li>▪ Secured the best contractor to work on the SIS database</li> </ul> <p><b>[Institutional Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>▪ Discussions were held with IT and OAR regarding modifications of the SIS to meet the reporting needs of the college.</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>▪ Registrar and OAR-National Campus clerk/typist travelled to Chuuk Campus last November 17 to 24, 2008 to provide technical assistance and/or support in terms of the SIS and the reorganization of its paper-filing systems; as such, the 2008.3 records of Chuuk Campus had been reconciled, and 1,022 academic dossiers were prepared for students attending the campus</li> </ul> <p><b>[Kosrae Campus ]</b></p> <ul style="list-style-type: none"> <li>▪ The development of the Bridging the Gap proposal (Pathways to College Success) was based on data and experience gathered from the GEARUP projected administered at KC 4 years ago.</li> </ul>	

	<p><b>[Information Technology]</b></p> <ul style="list-style-type: none"><li>▪ SIS phase II has begun. Currently efforts to integrate existing usernames and passwords for com-fsm personnel and students into the LDAP system used by the SIS database is underway.</li></ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"><li>▪ This is our first full semester to utilize the Student Information System</li></ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"><li>▪ Yap Campus provide information, data, and survey results to IRPO</li><li>▪ SIS in use now starting summer 2008.</li></ul>	
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**College of Micronesia - FSM**  
**Institutional Priorities FY 2009**

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**Introduction**

The institutional priorities for FY 2009 guide major improvement efforts for the College of Micronesia – FSM. The institutional priorities form a basis of allocation of resources (human and financial) to support improvement efforts of the college and are a foundation for reporting on the college to the Board of Regents, FSM national government and other key stakeholders.

**1. Improve communications, governance and technical assistance by:**

- a. Promoting linkages with K – 12 and external stakeholders. **PRPS 1, 3, 4, 5 WR 1, 4, 5 REPORT against SG 4a**
- b. Promoting the college as a major source of technical assistance for the nation. **PRPS 1, 3 REPORT against SG 7c**
- c. Ensure that all WASC recommendations on communications and governance are met by implementation of the communications and governance policies and plans with emphasis on completing all decision grids for roles and responsibilities and decision making and development of written processes and procedures. **PRPS 1, 3 WR 1, 2, 3, 4, 5 REPORT against SG 4a**

**2. Enhance instructional and student services** (Promoting all aspects of the college as a learning centered community college) **by:**

- a. Expanding service learning opportunities on all campuses through student organizations and academic courses. **REPORT against SG 1a (instruction) 2b (student services)**
- b. Increasing opportunities for improved transfer and continuing education opportunities for students. **REPORT against SG 2b**
- c. Conducting training for all faculty and staff for the college on student centered learning, TESOL techniques and improved assessment activities. **REPORT against SG 5a**
- d. Implementing at least one learning community at each campus per semester. **REPORT against SG 1a**
- e. Revising program and course outlines to reflect learning centered learning approaches. **REPORT against SG 1a**
- f. Revising job descriptions of faculty and staff to reflect learning centered work activities. **REPORT against SG 5c**
- g. Implementing a uniform general education core assessment across all campuses. **REPORT against SG 9a**

**3. Improve fiscal stability and facilities by:**

- a. Implementing a comprehensive strategy for the college's endowment fund. **WR 4 REPORT against SG 6b**
- b. Developing a plan for attaining fiscal stability of the college. **PRPS 1 REPORT against SG 6a**
- c. Conducting a comprehensive review of college operations for equity in resource allocation, based on data and evidence collected in FY 2008. **WR 4, 6 REPORT against SG 9b**
- d. Implementing the college's facilities master plan with emphasis on:
  - i. Promoting infrastructure development for Chuuk campus permanent site **WR 8 WR 9 REPORT against SG 3a**
  - ii. Improving preventive maintenance and energy management in new and existing building **WR 9 REPORT against SG 3b**
  - iii. Promoting facilities design and renovation to enhance a learning centered physical environment **WR 9 REPORT against SG 3a**

**4. Ensure Continuous improvement by:**

1. Implementing and monitoring progress on the college's enrollment management plan and conducting formative assessment. **PRPS 4, 5 REPORT against SG 2a**
2. Review and revision of the college's technology plan that evaluates, supports and plans for the future of instruction, student services and administrative functions across the college's sites. **WR 4 REPORT against SG 4b**
3. Raising the profile of the college through enhanced research and reporting. **PRPS 1 REPORT against SG 9c**
4. Monitoring implementation of the institutional assessment system for all programs and services of the college to **ensure program review occurs for all programs and services** and met training needs of faculty and staff with emphasis on closing the loop to determine change based on evidence. **PRPS 4, 6 WR 3, 4, 5, 6 REPORT against SG 9a**
5. Providing continuous improvement through a comprehensive staff training program. **WR 4 REPORT against SG 5a**
6. Preparing for development of the college's self study to meet WASC accreditation standards in FY 2010. **PRPS All WR All REPORT against all strategic goals as appropriate**
7. Meeting all WASC Recommendations by March 31, 2009 **REPORT against all strategic goals as appropriate**
8. Following up on implementation and status of FY 2008 priorities. **PRPS All WR All REPORT against all strategic goals as appropriate**

**PRPS # (President's Retreat 2007 Problem Statement #) WR # (WASC Recommendation #)**

**President's Retreat 2007 – Problem statements, action strategies & interventions**

Problem statement & action strategies	Interventions
<p>1. <b>There is insufficient dialogue and information exchange between external stakeholders and the college in regard to economic and social development needs, program development, service delivery and funding for students and the college [Goal 7a].</b> The college needs to:</p> <ul style="list-style-type: none"> <li>a. Improve dialogue and information exchange between the College and stakeholders pertaining to funding for students and the college.</li> <li>b. Improve dialogue and information exchange between the College and stakeholders pertaining to the delivery of College services.</li> <li>c. Improved communication and exchange of information between stakeholders and the college for program development/improvement.</li> <li>d. Improve dialogue and information exchange between the College and stakeholders pertaining to College programs and services related to economic growth and social development.</li> </ul>	<p>1a – d: Incorporate into development of the college's communication plan.</p>
<p>2. <b>Inadequate development, understanding and application of quality standards for an effective student centered learning environment [Goal 9b].</b> The college needs to:</p> <ul style="list-style-type: none"> <li>a. Enhance/develop and implement quality standards throughout the system in all areas.</li> <li>b. Improve understanding of standards</li> <li>c. Assess/use results as basis for decision making</li> </ul>	<p>2a &amp; 2c: Incorporate action strategies into development of the i) institutional assessment plan (set up a process for quality standards), ii) improvement of reporting, iii) key indicators of the strategic plan iv) governance structure &amp; v) enrollment management indicators. 2b: Include in training of above items.</p>
<p>3. <b>Governance processes including development, implementation and evaluation do not include all necessary internal and external stakeholders [Goal 4a].</b> The college needs to:</p> <ul style="list-style-type: none"> <li>a. Develop implementation plan for Communication Policy</li> <li>b. Develop implementation plan for Shared Governance Policy</li> </ul>	<p>3a: Communications plan development 3b: Governance policy implementation</p>
<p>4. <b>The academic level of the majority of incoming students is inadequate to meet college level standards [Goal 2c].</b> The college needs to:</p> <ul style="list-style-type: none"> <li>a. Improve dialogue and communication between NDOE, SDOEs and the college to improve K-12 &amp; 13 educational outcome</li> <li>b. Promote the value of education among all stakeholders</li> <li>c. Collaborate with K12 in designing and implementing a plan to raise the awareness and importance of vocational education/technical programs</li> </ul>	<p>4a &amp; 4b: Incorporate into development of communications plan &amp; reporting of results on i)COMET, ii) IAP results &amp; iii) TRIO 4c: Incorporate into development of i) communications plan and ii) retention (&amp; recruitment) plan</p>
<p>5. <b>The success and retention rate of students at the college is less than 40% [Goal 2c].</b> The college needs to:</p> <ul style="list-style-type: none"> <li>a. Enhance working relations with K-12 to bridge the gap for students entering college (increase the number and/or per cent of degree students entering the college, reduce the number and/or per cent of under prepared students entering the college, provide realistic expectations to students entering the college, provide supplemental course and programs, etc.)</li> <li>b. Increase quality and effectiveness of remedial programs at the college.</li> <li>c. Promote programs and services (retention plan, increased tutoring, improved advising, mentoring etc.) that increase student success and retention within the College</li> <li>d. Improve quality control in student services College wide.</li> <li>e. Improve quality control in administrative services College wide.</li> <li>f. Ensure consistency and quality of instructional services College wide</li> <li>g. Improve facilities and technology availability and accessibility.</li> <li>h. Develop and implement an institutional assessment plan.</li> <li>i. Improve the image of the College</li> </ul>	<p>5a: Incorporate into development of communications plan 5b: Incorporate into development of the i) IAP, ii) retention (&amp; recruitment) plan, &amp; iii) increase training for remedial instruction and support services 5c: Develop a retention (&amp; recruitment) plan 5d, 5e, 5f: Same as problem statement 2 above 5g: Incorporate into revision, improvement and expansion of enrollment management indicators, and facilities master plan 5h: IAP 5i: Develop a plan that indicates how each part of the college contributes to its image</p>