

2013 Second Quarter Performance Report

(January - March 2013)

College of Micronesia – FSM - Performance reporting form

Department/Division/Campus:	Instructional Affairs	Period:	January 1st - March 31st, 2013
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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

Objectives	Accomplishments	Comments/additional detail
1A: Promote quality teaching and learning-centered behaviors and environments for the six campuses	<ul style="list-style-type: none"> • Kosrae Campus Instructional program carried ten objectives during Spring semester 2013 in which eight dealt with credit courses and two dealt with library services. In summary, the output during midterm deficiency report showed 27 electronics, eight from Agriculture Food Technology, 71 in general education, and 23 in developmental courses. • Yap Campus Spring Semester 2013 Total Enrollment = 187 Male = 82; Female = 105 # Degree students = 112 # Certificate Students = 75 Midterm Deficiency = 89 students or 47.59% • FSM FMI Spring Semester 2013 Total Enrollment = 56 [51 males; 5 females] 	<p>For FMI –the LRC at FMI needs to be further developed to hold library materials (books, references, etc.) that support the programs offered on campus (e.g., navigation, engineering, & fishing).</p> <p>Class schedules will have to be improved to allow time for students to make use of resources in the LRC. At present, students are in classes all day leaving very little time for visits to the library. Also, library staff</p>

	<p>First Year Students = 27 Second Year Students = 29</p> <ul style="list-style-type: none"> • Pohnpei Campus 1A.1: Instructors provided 197 hours of tutorial, workshops, writing lab assistance with 174 student visits. <p>1A.2: Agriculture & Food Technology</p> <ul style="list-style-type: none"> ➤ AG090 class accomplished 2 out of 3 SLOs; SLO # 1 and 3 with 71% of students passing. ➤ AG092 completed 2 out of 4 SLOs; SLO # 1&2 with 80% in P1 and 92% in P2 passing. ➤ AG096, 80% of the class are almost halfway thru their internship and have submitted required daily reports. ➤ 70% of the students in AG094 showed outstanding skills in marketing strategy, which include estimating selling price and improving products. <p>1A.3: Hospitality and Tourism Management/Business</p> <ul style="list-style-type: none"> ➤ Covered more than 50% of required SLOs for all HTM and Business classes. ➤ HTM250 students accomplished 50% of required practicum hours in hospitality and related agencies. ➤ HTM220 students performed an ocular inspection at Kaselehlie Dine and experienced dining for lunch as well. ➤ HTM220 & 250 students experienced dining at the Village Hotel Restaurant, one of the best restaurants on the island. <p>1A.4: Technology & Trades</p>	<p>needs more training in library to conduct library orientations for both faculty and students.</p> <p>For Pohnpei campus: 1A.4.1: Details of T&T Accomplishments</p> <ul style="list-style-type: none"> • Students assigned to the electronic repair shop have diagnosed and repaired 32 devices, inclusive of 15 DVD players, 10 TVs; 3 Xbox consoles, photocopier for IC, 2 hot water heaters for HTM and Bookstore, and 1 electric stove for HTM. • VEE223 PC Hardware & Software students have competently diagnosed and repaired defective computers completing the first phase of their class • VEE104 Electronic Fundamentals II – 40% of the students
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	<ul style="list-style-type: none"> ➤ Students in Technology & Trades classes demonstrated competency for relevant SLOs mostly through practical activities. Details are in corresponding column. ➤ Carpentry and Building Maintenance students completed a weeklong workshop in designing and constructing typhoon-resistant structure sponsored by the U.S. Agency for International Development (USAID) - FEMA Disaster Mitigation, Response, and Reconstruction program. To date, students have completed construction of the foundation for the building. <p>1A.5: General Education courses</p> <ul style="list-style-type: none"> ➤ SS150 has 0% withdrawal as of the reporting date. ➤ ESL/BU095 & 096 English for Business Purposes I & II: 20 out of the 50 students enrolled in ESL/BU095 and 19 students out of the 20 in ESL/BU096 had passing grades as of the end of the period being reported. Analysis of grades shows a direct correspondence between participation and grades. <ul style="list-style-type: none"> • National Campus Langlit: Authentic Assessment has been completed for this semester for all faculty members in this division. • Across all campuses ILO assessment continues for spring semester, using the ACC&U VALUE rubrics. Need to assess critical thinking, problem solving and identify possible courses for assessment. 	<p>in this class was rated exemplary and 35% progressing on SLO#3, using electronic testing equipment.</p> <ul style="list-style-type: none"> • VEE135 Digital Electronics I – students have completed the assessment of the use of 555 Timers by utilizing circuit construction activities through bread-boarding techniques. • VEE224 Video Systems and Product Servicing – 100% of students in this class demonstrated competency in troubleshooting DVD players. • VEE225 Business Machine Servicing – 100% of students’ demonstrated competency in troubleshooting fuser. • VEE240 Signal Processing – Provided with an
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- LRC
LRC Statistics (Jan-Mar 2013)

Programs/Services

	CC	KC	NC	PC	YC
Patrons Usage	6,728	4,449	61,214	12,807	6,030
Reserved materials	37	0	420	6	32
Materials circulated (all)	604	367	2,974	1,014	2,108
Visitors usage	9	0	96	16	49

LRC Computer Usage (Jan-Mar 2013)

	CC	KC	NC	PC	YC
General	151	1083	5861	2603	1348
Reference	760	1864	10550	0	558
Email	624	56	4000	0	714
Technical Assistance	44	17	282	157	62

LRC Reference Encounters (Jan-Mar 2013)

	CC	KC	NC	PC	YC
Reference encounters	6	42	273	20	60

experimental diagram
100% of the students' competently traced signal processing modulator and demodulator circuit by using different electronic measuring devices and signal generators.

- VEM 240 Industrial Wiring class acquired basic skills in using Simutech Troubleshooting software for motor control circuit.
- VEM 112 Electrical Wiring class completed real-time check/inspection of electrical power loads to determine cost of power and will continue this activity as part of monitoring power usage.
- VEM114 Refrigeration II students repaired the refrigeration cycle and split type air conditioning trainers.

LRC Collection Development (Jan-Mar 2013)

	CC	KC	NC	PC	YC
New acquisitions	18	16	42	172	90
Cataloged	39	368	636	172	137
Donations	18	0	42	34	1
Weeded	0	42	562	228	0
Serials	9	0	7	0	0
Expenditures	\$588.64	\$1,966.58	\$20,398.93	\$145.85	\$3,236.08

- VWE115 General Welding students fabricated metal ditch cover for the auto mechanic workshop
- RAC apprentice and BMR apprentice repaired the split type AC unit for Room V5.
- RAC students constructed electric fans from parts of discarded refrigeration and ac units and these fans are being used in the welding area for ventilation.
- New auto mechanic instructor and students in motor vehicle mechanics assembled a motor vehicle engine with parts collected from junk yards and is now being used for instructional purposes.
- Students continue to gain hands-on skills training through the

		<p>servicing of vehicles by the college and community</p> <ul style="list-style-type: none"> • Install a bigger and better whiteboard for instructional use. • Cabinetmaking program – students have completed the construction of benches for President’s office.
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<p>1B: Make developmental courses an institutional priority</p>	<p><u>Pohnpei Campus:</u> Achieving College Excellence Courses</p> <ul style="list-style-type: none"> • There are a total of 23 students enrolled in ACE classes this session I; 8 in MS091, 13 in ESL091, 10 in ESL092. • ACE instructors have provided 88 hours of Friday tutorial with 33 student visits. • ACE faculty created an online learning system called “Moodle” for her courses. Site for this system is www.moodle.org. <p><u>Chuuk Campus:</u> Offering Remedial English and Math Courses to students.</p> <p><u>Yap Campus:</u> # developmental courses = 17 [spring 2013]</p>	
<p>1C: Enhance faculty involvement in the college</p>	<p><u>Chuuk Campus</u> - All college-wide committees have at least a faculty member served on it. Faculty members also serve on Ad hoc committees and on the Management Council. On January 7, 2013 was Faculty Workshop day. On February 22, 2013 they participated in activities for the Staff Development Day. In March, they joined the SBA in the planning of the Founding Day and Cultural Day celebrations.</p>	

Yap Campus – All faculty members are members of one of the standing committees for the college system. Attendance in meetings has been very good. Faculty members meet once a month with the acting IC attending the campus management team meetings. All faculty members are involved in authentic assessment and course level assessment. They also collaborate with student services with regards to the campus tutoring program as well as academic advisement. All faculty members (full time) serve as advisors and each has met with their respective group of advisees during the 2 scheduled Pow wow meetings. Faculty members have also participated in every “all campus meetings” held each month on campus.

FMI Campus – all faculty members are members of one of the standing committees but attendance needs improvement. Faculty members are also involved in Admission & Recruitment Committee, Disciplinary Committee, and Campus Management Team. They are also very much involved in formulation of a Merit System for the campus.

- Faculty is part of the chain of command similar to that of a ship (e.g., captain to quartermaster). This chain of command oversees the corps of cadets comprised of “students.”
- Faculty members are also very involved in formulation of campus policies, rules, and regulations.

Pohnpei Campus – Faculty members continue to be involved in the standing committees. A couple of instructors were involved in the reading of the last COMET essays.

LRC - LRC staff continue to participate in meetings and workshops across the campuses with 12 in January, 10 in February, and 15 in March, with a total of 37 meetings staff participated in.

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><u>Kosrae Campus:</u></p> <ul style="list-style-type: none"> • 148 KHS seniors took the COMET on Feb.19, 2013. • 2 seeking admissions to Second Degree Program. <p><u>Chuuk Campus:</u></p> <ul style="list-style-type: none"> • Advised and registered 372 students for Spring 13. • COMET was administered to 637 students from all the high schools in the Chuuk State, and some of our certificate students from the Chuuk Campus. • Instructors and staffs joined Chuuk State DOE staffs to promote Career Technical Education to the high school students. <p><u>Pohnpei Campus:</u></p> <p>2A.1: T&T developed year-round class schedules for fall13, spring 14, and summer 14 and submitted to IC.</p> <p>2A.2: The office of Admissions and Records of Pohnpei Campus in support of student centeredness produced and submitted the following to appropriate offices:</p> <table border="1" data-bbox="632 878 1346 1203"> <tr><td>44</td><td>Certificate of attendance to FSM Social Security Office</td></tr> <tr><td>56</td><td>Change of Major to NCOAR</td></tr> <tr><td>04</td><td>Readmission applications</td></tr> <tr><td>382</td><td>Students reported on the 2013.1 mid-term deficiency list</td></tr> <tr><td>301</td><td>Withdrawal slips received for 2013.1</td></tr> <tr><td>42</td><td>Clearance/Withdrawal</td></tr> <tr><td>02</td><td>2nd Degree Application</td></tr> <tr><td>21</td><td>Transcript Request</td></tr> <tr><td>26</td><td>Admission Documents for 2013.1</td></tr> </table> <p>Spring 2013 Enrollment</p> <table border="1" data-bbox="632 1263 1394 1393"> <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>M</td> <td></td> <td></td> <td></td> <td>298</td> <td></td> <td></td> </tr> <tr> <td>F</td> <td></td> <td></td> <td></td> <td>289</td> <td></td> <td></td> </tr> <tr> <td>T</td> <td></td> <td></td> <td></td> <td>587</td> <td></td> <td></td> </tr> </tbody> </table>	44	Certificate of attendance to FSM Social Security Office	56	Change of Major to NCOAR	04	Readmission applications	382	Students reported on the 2013.1 mid-term deficiency list	301	Withdrawal slips received for 2013.1	42	Clearance/Withdrawal	02	2 nd Degree Application	21	Transcript Request	26	Admission Documents for 2013.1		CC	FMI	KC	PC	NC	YC	M				298			F				289			T				587			<p><u>Pohnpei Campus:</u> 2A.2.1: 2013.1 Enrollment Break down by programs:</p> <ul style="list-style-type: none"> • Building Technology – 25 • Electronic Technology – 48 • Telecommunications – 45 • HTM – 54 • AFT – 83 • Bookkeeping – 85 • BMR – 18 • Carpentry – 14 • Construction Electricity – 20 • Cabinet/Furniture Making – 24 • EET – 21 • Motor Vehicle Mechanic – 13 • RAC – 23 • Secretarial Science – 28 • ACE – 26 • Others - 60 <p><u>Yap Campus:</u> COMET administered to YHS & Yap Campus. We have not given the COMET to NICHS and OIHS</p>
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Spring 2013 Graduation Candidates

	CC	FMI	KC	PC	NC	YC
M				52		

2A.3: The Pohnpei Campus Financial Aid Office continues to serve its student community by providing the following services and assistance:

- Counseled and attended to 829 student visitors at the service counter.
- Issued out 539 Text Book Charge Authorizations for those students that are Pell eligible for this semester.
- Packaged and submitted 56 student financial aid records to NC FAO for further processing and award.
- Entered or renewed 35 students FAFSA for this semester for new, continuing and returning students.
- Submitted 18 financial aid appeals to NCFAO for approval.
- Conducted a FAFSA Renewal and Financial Aid Workshop for duration of two weeks from Feb.18-21 and March 11-15 for the students. A total of 89 students attended and participated in this workshop. Surveys were given to students at the end of each session.
- 62 work-study students already exhausted their work-study award for this semester.
- Received 4 Pell Transfers awarding 471(80%) students with the total amount of \$1,077,589.

Federal Pell Grant Award

	CC	FMI	KC	PC	NC	YC
M				235		
F				236		
T				471		

SEG Work-study Program

	CC	FMI	KC	PC	NC	YC
M				98		
F				103		
T				201		

	<p><u>Yap Campus:</u> Spring 2013 Enrollment = 187 [82 males; 105 females]</p> <p><u>FMI Campus</u> Spring 2013 Enrollment = 56 [5females; 51 males] [Living Quarters Capacity = 60]</p> <p><u>National Campus:</u> Education Division: there are 18 applicants for third year certificate and 20 applicants for the Partnership BA for fall 2013. There will be about 20 student interns and student teachers for the BA program in fall.</p> <p><u>National Campus:</u> Health Science – AHEC is sponsoring a speech and poster contest on April 19. This is part of the bridge project with the high schools.</p>	
<p>2B: Become more student-centered in the development of specific college system policies and procedures</p>	<p><u>Kosrae Campus:</u> Transcript Request</p> <ul style="list-style-type: none"> ○ 5 transcripts request processed and released ○ 4 degree requests (all processed and released. ○ Counseling: ○ 113 students provided with counseling either on academic, drug policies, family planning, and health issues. ○ 142 Add/Drop Processed. ○ 217 registration processed for Spring 2013 semester with 61 New & Readmit students ○ ○ 4 completed Withdrawals/Clearance ○ 73 (headcounts) Early Warning Deficiency reported to OAR. ○ Tutoring Services began later in the semester due to administrative processing, ○ 58 students attended the FAO Workshop-Jan.23, 2013. ○ Counter FAFSA Service was provided to 40 students and indicated 100% satisfaction with the service. ○ 125 students awarded Pell for Spring 2013 –totaled \$229,685. <p><u>Chuuk Campus:</u> The SBA is given a slot to present students’ concerns during the All-Campus Meetings. They are represented in the Management Council. They planned and prepared the activities for both the Founding Day and the Cultural Day celebrations.</p> <p><u>Yap Campus:</u></p>	

	<p>All Campus Meetings on January 30th, February 27th, and March 27th.</p> <p><u>FMI:</u> All Campus Meetings on January 11th, February 15th, and March 15th for all cadets, faculty, and staff. During these meetings, students are encouraged to voice their concerns, complaints, and issues. FMI cadets have been very open and vocal about their needs.</p> <p><u>LRC:</u> A working group has been tasked to review and revise library policies and procedures.</p>																																																														
<p>2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value</p>	<p><u>Kosrae Campus:</u></p> <ul style="list-style-type: none"> 13 candidates for graduation in Spring 2013: <table border="1" data-bbox="634 683 1108 1053"> <thead> <tr> <th>No.</th> <th>Degree</th> <th>Major</th> </tr> </thead> <tbody> <tr> <td>6</td> <td>AA</td> <td>LiberalAr</td> </tr> <tr> <td>1</td> <td>CA</td> <td>ts</td> </tr> <tr> <td>2</td> <td>AAS</td> <td>EET</td> </tr> <tr> <td>2</td> <td>Adv CA</td> <td>Electronic</td> </tr> <tr> <td>2</td> <td>AS</td> <td>Tech</td> </tr> <tr> <td></td> <td></td> <td>Electronic</td> </tr> <tr> <td></td> <td></td> <td>Technolo</td> </tr> <tr> <td></td> <td></td> <td>gy</td> </tr> <tr> <td></td> <td></td> <td>Teacher</td> </tr> <tr> <td></td> <td></td> <td>Ed. Elem.</td> </tr> </tbody> </table> <p><u>Pohnpei Campus:</u> January-March 2013 # of Counseling Contacts</p> <table border="1" data-bbox="634 1149 1369 1292"> <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>M</td> <td></td> <td></td> <td></td> <td>142</td> <td></td> <td></td> </tr> <tr> <td>F</td> <td></td> <td></td> <td></td> <td>137</td> <td></td> <td></td> </tr> <tr> <td>T</td> <td></td> <td></td> <td></td> <td>279</td> <td></td> <td></td> </tr> </tbody> </table>	No.	Degree	Major	6	AA	LiberalAr	1	CA	ts	2	AAS	EET	2	Adv CA	Electronic	2	AS	Tech			Electronic			Technolo			gy			Teacher			Ed. Elem.		CC	FMI	KC	PC	NC	YC	M				142			F				137			T				279			
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<p>2D: Develop a student-friendly campus environment that encourages</p>	<p><u>Kosrae Campus:</u></p> <ul style="list-style-type: none"> 205 students visited the college dispensary during the reporting period in 	<p><u>Pohnpei Campus:</u> Jan-March 2013# of visits to PC Gym</p>																																																													

and enables students to be health conscious

January and February 2013.

- The college dispensary Nurse had a trip to participate in a Nursing Conference took place in LA, California in the middle of March.

Pohnpei Campus:

2D.1: CES work-study and internship students are always encouraged to participate in discussion and learning to be a skilled Extension Agent. Students were exposed to real extension situation and what is expected of an Agent out in the field. Additionally, students accompanied EFNEP Agents and JICA volunteers in the communities to feel what it is like to be an EFNEP Extension Agent working in the communities and Elementary schools, providing the knowledge of food safety, reading food label, and the importance of eating fruits and vegetables.

Eight students from Tokyo University Marine Science visited the Hatchery at Nett Point. The students observed the outdoor grow out sea cucumber and the operation of the hatchery.

Jan-March 2013# Visits to Dispensaries

	CC	FMI	KC	PC	NC	YC
M				253		
F				239		
T				492		

Jan- March 2013 # visits to Family Planning

	CC	FMI	KC	PC	NC	YC
Family Planning				68		

**January-March 2013 Counseling Activities by Campus
Visits**

	CC	FMI	KC	PC	NC	YC
Academic				229		
Discipline				1		
Personal				0		
Career				4		
Transfer				22		

	January	February	March
M	*	129	84
F	*	33	20
T	*	162	104

Other				23		
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Chuuk Campus:

The college nurse has been very proactive in doing awareness and educational programs on health issues. A Club is actively doing beautification and cleaning activities on campus. Security guards continue to ensure that the drug policies are enforced on campus.

Yap and FMI campuses:

January - March 2013 # Visits to Dispensaries

	CC	FMI	KC	PC	NC	YC
M		53				9
F		1				28
T		54				37

January - March 2013 Counseling Activities by Campus

Visits

	CC	FMI	KC	PC	NC	YC
Academic		0				
Discipline		0				
Personal		0				
Career		0				38
Transfer		0				
Other		112 (2 events)				558

January – March 2013 # visits to Peer Counseling

	CC	FMI	KC	PC	NC	YC
Family Planning		NA				n/a
Financial Aid		NA				n/a
Substance Abuse		NA				n/a
Personal		NA				n/a
Other		NA				n/a

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

Objectives	Accomplishments	Comments/additional detail
<p>3A: Provide for adequate facilities to support a learning community</p>	<p><u>Pohnpei Campus:</u> 3A.1: Maintenance 100% completed the following projects:</p> <ul style="list-style-type: none"> • Replaced damage toilet fixtures in the upper ladies restroom in Building E; replaced damaged switches and covers at the Gym; and replaced damaged drinking fountain by the Gym with a new one. • Clamped back telephone lines conduit and cables outside Building E, and telephone cables at IC/Math and Science office. • Put rivets to hold back the aluminum wall of the Gym. • Painting of restroom walls in the Gym. • Patching of holes on sidewalk by the T&T classrooms and Agriculture. • Maintenance, Custodian, and Security guards continued to perform ground maintenance and upper and lower Campus areas, performed daily housekeeping in offices and classrooms, and periodic survey and maintenance of vehicles. <p>3A.2: Others pending projects:</p> <ul style="list-style-type: none"> • Mechanic/RAC shop • Business/Bookstore office • Security Post 1 • Concrete drainage • Woodshop <p><u>Kosrae Campus:</u> A dry litter pig pen is being constructed; phase I the project was completed in March. Phase II work has been approved by the President; routed to Secretary of Justice for review and signature.</p> <ul style="list-style-type: none"> • Provided electricity for instructional and support services with 20,627.80 kwh or \$10,559.80 during the reporting period. <p><u>FMI Campus:</u> Status Report Major Projects By Campus (Maintenance) FMI – regular cleaning schedule for all facilities on campus (except those being occupied by staff & faculty) is now in effect. Monthly building inspections done each month. Major work pending and awaiting availability</p>	<p><u>Pohnpei Campus:</u> 3A.1.1: Activities for Maintenance:</p> <ul style="list-style-type: none"> • Tree trimming outside GEAR UP Offices/Lab and Electrical Shop • Replaced 7 damaged ceiling panel at Mechanic Shop. • Installed a new toilet bowl set in ladies restroom (Admin). • Installed 6 handicap access signs at SSC/GYM, CES Office, PSBDC, Woodshop, UB, and Administration. • Maintenance conducted Preventative Maintenance for 40 a/c units, 19 classrooms, 15 offices, and 22 restrooms with four (4) maintenance staff. • Maintenance conducted Preventative Maintenance for 10 vehicles, 1 outboard motor, and 5 maintenance equipment • Maintenance conducted a/c services and cleaning at the lower and upper campus buildings. • Each of the 3 subdivisions was assigned monthly Preventative Maintenance work along with an Annual Preventative Maintenance Schedule.

	<p>of funds are: roof repair, electricity extension to residential units, lavatory sinks replacement, waterline leaks / repairs. Facilities are adequate.</p> <p><u>Yap Campus</u> – 2 new buildings still under construction. Adequate and clean facilities available on campus for programs. Classroom block building (new) may be completed sometime in May according to the PMU Office in Yap.</p> <p><u>Chuuk Campus</u> - Bookstore and Storage (Remodeling & Repair), a proposed Parking Lot, and proposed AND Student Center, Storage and SBA office repair are in the planning process.</p>	<p>3A.2.1: Cost estimate for these 5 projects were completed and forwarded to Director of Maintenance for consideration.</p>
<p>3B: Provide for maintenance and upkeep of grounds, facilities, and equipment</p>	<p><u>Kosrae Campus</u> - Monthly maintenance of ground and building were conducted including daily sweeping of classrooms, comfort rooms; and raking of debris around campus grounds.</p> <ul style="list-style-type: none"> • Maintenance reports on equipment, facilities, security, and grounds are regularly forwarded to office of Director of Maintenance and Security for college wide compilation. <p><u>FMI</u> – regular cleaning schedule for all facilities on campus (except those being occupied by staff & faculty) is now in effect. Need for many repairs and renovations of Building A (admin) and Building B (classrooms), including roof leaks, etc. Most pressing problem is the need to decrease the cost of utilities (power & water). Monthly building inspections done and tasks scheduled based on inspection.</p> <p><u>Yap Campus</u> – All facilities on campus are regularly maintained and cleaned. Only the voc. ed. building needs funding for major repair / renovation. – Need to replace leaking roof / rusted roof & wall sheets.</p> <p><u>Chuuk Campus</u> - Janitors and maintenance personnel continue to do their daily chores, ensuring that the facilities are clean and maintained.</p> <ul style="list-style-type: none"> • New Vehicles for Chuuk Campus are processed, and payment for generator parts made. • Upgrade of Custodial positions from contractual to regular is almost completed. <p><u>Pohnpei Campus</u> - Maintenance, Custodian, and Security guards continued to perform ground maintenance and upper and lower Campus areas, performed daily housekeeping in offices and classrooms, and periodic survey</p>	<p><u>PNI campus:</u> Shuttle Bus between the 2 campuses are ongoing.</p>

	and maintenance of vehicles.																										
3C: Provide for a safe, secure and effective college environment	<p><u>Kosrae Campus:</u> Continue to provide 24/7 security services on campus. Four security officers were recruited and began regular employment with the College on March 1.</p> <p><u>Pohnpei Campus:</u> Provide 24 hours round the clock security and safety for the whole campus with 7 security officers.</p> <p>Jan.-Mar. 2013 # incidences reported by campus</p> <table border="1"> <tr> <td></td> <td>PC</td> </tr> <tr> <td>T</td> <td>13</td> </tr> </table> <p>CES continued to maintenance for the outdoor grow out sea cucumber by feeding and cleaning the raceway tanks.</p> <p><u>Chuuk Campus:</u> Emergency Management Team was established. Security positions are upgraded from contractual to regular. Regulation violators are disciplined.</p> <p><u>Yap Campus:</u> January - March 2013# incidences reported by campus</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>T</td> <td></td> <td>17</td> <td></td> <td></td> <td></td> <td>11</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		PC	T	13		CC	FMI	KC	PC	NC	YC	T		17				11								<p><u>PNI campus:</u> Conducted monthly Preventative Maintenance for Safety Equipment.</p> <p><u>Yap campus:</u> FMI Campus: Alcohol related = 11 Acts of violence / fights =1</p> <p>Yap Campus: Acts of violence/fight = 0 Theft = 2 Use / possession of alcohol = 4 Arson (started fire in bush area next to campus = 1 Betelnut chewing = 4</p>
	PC																										
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	CC	FMI	KC	PC	NC	YC																					
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Strategic goal 4: Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4A: Enhance communications pathways	<p><u>LRC:</u></p> <ul style="list-style-type: none"> Two computers acquired from IT's fall 2012 computer bid have been shipped to Kosrae Campus LRC for circulation and OPAC use. <p><u>Pohnpei Campus:</u> 4A.1: Faculty regularly participated in divisional as well as standing committee meetings.</p>	<p><u>PNI Campus –</u> 4A.2.1: ID Cards:</p> <ul style="list-style-type: none"> 56 IDs for New students 30 IDs for returning & continuing students 38 ID Duplicates for students 121 Students for Spring 2013 Semester tags

	<p>4A.2: IT continued to provide set up for class presentation, evidence of meetings and other activities of the Campus by producing photographs of the activities in addition to providing IT routine service and maintenance such as troubleshooting hardware and software, installing and updating software and antivirus program using AVG Admin Console 2012, upgrade servers from window 2003 to 2008, and creating ID cards and e-mail accounts for faculty, staff, and students.</p> <p>4A.3. IT Received 6 work-study students and 8 On-The-Job Training students majored in Telecommunications to assist in the Computer Labs. Six (6) out of the 8 students had completed their 60 hours of training.</p> <p>4A.4: Management Team meeting was conducted and presided over by the ACD and President Daisy and shared the following: Monthly Highlights, Assessment Worksheet 1&2, Accreditation Checklist, Accreditation Rubrics, Participatory Governance, Schedule of Meetings by DCR Office, and updates on the Accreditation visit.</p> <p>4A.5: Campus Secretary attended the following meetings: Accreditation training on 2/5; Management Team meetings on 2/6 & 3/6; HR Reps meetings on 2/8 & 3/4; HRC meetings on 2/11 & 3/13; Staff Development meetings on 2/13 and 2/27; Student Conduct Board meeting on 2/28; and Campus wide meeting on 3/22.</p> <p><u>Chuuk Campus:</u> 4A. All-Campus meetings were held once a month for the past three months. The Faculty/Staff Senate has meetings on Fridays, and the Management Council met once a month.</p> <p>4A1. Chuuk Campus established common times at 12:00 to 1:00 PM MWF.</p> <p>4A2. Some of the Chuuk Campus Committees, including the SBA, continue to post the minutes of their meetings on the Wiki under Chuuk Campus Committees. Everybody can go to the Wiki and read their minutes.</p> <p><u>FMI Campus:</u> Formal monthly meetings on campus for faculty & staff. Minutes done and kept on file. All Campus Meetings were held on Jan 11th, February 15th, and March 15th.</p> <p>- Corp of Cadets (students) have a clear line of command from bottom</p>	<ul style="list-style-type: none"> • 1 ID Renewed for Faculty <p>4A.1.2. Email Accounts:</p> <ul style="list-style-type: none"> • 56 New accounts for new students • 39 Accounts reactivate for returning & continuing • 1 Account for newly hired employee <p>4A.1.3: IT assisted with the setup for Spring 2013 Registration from January 8-10, 2013 Staff Development Day on February 22nd, and the Financial Aid Renewal Workshop on March 11-15, 2013.</p>
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	<p>all the way up to Captain Ewarmai.</p> <p><u>Yap Campus:</u> Management team meetings done every 3 weeks for planning purposes, information sharing, and coordinating of activities. Standing committee members are actively participating in standing committee meetings. All Campus Meetings were held on January 30th, February 25th, and March 27th . SBA Officers have met 4 times with the SBA Advisor.</p>	
<p>4B: Provide communications infrastructure to support communication pathways</p>	<p><u>Kosrae Campus:</u> Local IT assisted one IT staff who traveled to Kosrae Campus to install news panel. Viewing of news and other college-wide events is a routine activity by students and staff who browse in the student’s lounge.</p> <p><u>Chuuk Campus:</u> Wireless service continues to be in use. IT, IC and Bookstore Manager explored possibility of E Book.</p> <p><u>FMI & Yap Campuses:</u> All faculty and staff on both campuses are equipped with computers and are connected to the college network, except security officers and janitors.</p> <p><u>Chuuk Campus:</u> Faculty members and staffs participation on College-wide committees continues with teleconferencing. SBA also utilized the teleconference to communicate with their counterparts at the other campuses. Also, IT helped faculty members and staffs with their IT problems.</p>	
<p>4C: Enhance the college community’s ability to communicate effectively</p>	<p><u>Kosrae Campus:</u> A new set of satellite dish and accessories were received from CariPac grant for improvement of communication at the campuses. However, installation of devices has not been done due to shortage of funds. Kosrae Campus is informed that CRE is continuing to seek funds for installation.</p> <p><u>FMI Campus:</u> All Campus meetings on Jan. 11th, February 15th, and March 15th.</p> <ul style="list-style-type: none"> - Management team meetings every 2 weeks. - Faculty and staff serve on standing committees. 	

	<p><u>Yap Campus</u> - All Campus Meetings on Jan. 30th, Feb. 25th, and March 27th.</p> <ul style="list-style-type: none"> - Management team meetings every 3 weeks - Faculty and staff serve on standing committees and their attendance is good. <p>Participation in college surveys is also excellent.</p>	
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Strategic goal 5: Invest in sufficient, qualified, and effective human resources

Objectives	Accomplishments	Comments/additional detail
<p>5A: Provide on-going professional development of faculty and staff</p>	<p><u>Kosrae Campus:</u> IT staff continues his undergraduate study at Walden University.</p> <ul style="list-style-type: none"> • Online workshops on Basic Accreditation were finally completed; 100% of faculty and staff passed the course. <p><u>Chuuk Campus:</u> Staffs and faculty members met on February 22, 2013 and participated in staff development activities.</p> <p><u>FMI and Yap Campus:</u> Staff development day held on February 22nd. Main focus of the presentations was on accreditation by VPIEQA Frankie Harriss.</p> <p><u>Pohnpei Campus:</u> 5A.1: 100% of instructional faculty and staff, inclusive of LRC staff, completed the accreditation basics quiz and received certificates of completion.</p> <p>5A.2: English Instructor completed 10-week on-line course on “E-teacher ESP Best Practices” with University of Oregon.</p> <p>5A.3: LRC staff had training on use of EBSCO and OPAC conducted by LRC Director.</p> <p>5A.4: Math Instructor completed M.Ed. (Math) on-line program with UH-Manoa. He will be travelling to Honolulu in May to attend the graduation.</p> <p>5A.5: UB Director and his Administrative Assistant attended HEP (Higher Education Program) workshop in Washington D.C. on March 25-29, 2013.</p> <p>5A.6: Pohnpei Campus held their Staff Development Day on February 22nd in</p>	<p><u>PNI Campus:</u></p> <p>5A.5.1: HEP workshop focused on TRIO Program’s Regulation, Budget, Assessment and Annual Performance Report (APR).</p> <p>5A.6.1: Staff Development morning concurrent sessions include:</p> <ul style="list-style-type: none"> ○ Basic Computer for Office Efficiency ○ Responses to Medical Emergencies ○ Effective Techniques for Supervisors ○ How to Post Lessons on the Internet ○ Financial Aid Workshop for Advisors ○ Stress Management ○ Cooking Demonstrations ○ Electrical Safety Tips <p>Afternoon Session include:</p> <ul style="list-style-type: none"> ○ Team Building Activities

	<p>the Student Services Center. The theme for that day is “Strengthening Efficiency, Safety, and Teamwork”. A total of 103 faculty, staff, and students attended.</p> <p>5A.7: Student Service Specialist is currently enrolled this semester (Spring 2013) as a full-time student to accommodate her remaining requirements toward her Elementary Education BA program. This was endorsed by the PC Staff Development and approved by the President.</p> <p>5A.8: PC Staff Development recommendation was approved by the President for two staff to attend the PacFAA workshop slated to be held in Honolulu, Hawaii from April 21-23, 2013.</p> <p><u>LRC:</u> Chuuk Campus Library Assistant and LRC Director are enrolled this spring for their online library masters program at University of North Texas with an anticipated graduation in July</p> <p>Chuuk Campus Media Technician received training at the National Campus LRC from February 4-8, on cataloging of media collection and upgraded his skills in video editing using Final Cut Pro and Adobe Photoshop programs. of this year.</p> <p><u>National Campus:</u> Health Science – the Nursing faculty attended a training on curriculum and assessment in Guam.</p>	
<p>5B: Recruit and retain qualified personnel to allow delivery of quality services</p>	<p><u>Kosrae Campus:</u></p> <ul style="list-style-type: none"> • Two recommendations for hiring faculty were submitted to the President for approval. • Two other teaching positions are being reviewed by an ad hoc committee. • Seven tutors were hired for Spring semester to help students who had academic deficiencies during the semester. <p><u>Pohnpei Campus:</u></p> <p>5B.1: Performance evaluations of 3 instructional personnel were completed; 2 were annual evaluations while 1 was for 6-month evaluation. All received remarkable ratings.</p> <p>5B.2: UB hired 2 Math and Science tutor to assist students with</p>	<p>PNI Campus - 5B.2.1: MHS & NMHS tutorial session after Saturday’s instruction and PICS students’ tutorial session after school on Thursday and Friday.</p>

	<p>average or below average grades in Algebra I, Geometry, and Physics.</p> <p>5B.3: The following personnel hired during this period are: Kathryn Maloney (Math Instructor), Morgan Jonas (GU Director), Rosalinda Silbanuz (CES Agent Assistant), and Nestor Mangubat (Automotive Instructor). All were given proper orientations and required documents were forwarded to HRO.</p> <p>5B.4: The President approved the recommendation for the Maintenance Worker I position and he (Texci Tihpen) will assume his new post on April 1, 2013.</p> <p>5B.5: Positions for the Security, Custodians, PSBDC AA, and UB Student Services Specialist II position were closed and establishment of ad hoc committee are in process.</p> <p>5B.6: Campus Secretary participated in the Ad Hoc committee for the Lead Security and Lead Custodian and concluded the interview meetings on March 22nd. Recommendations for both positions were submitted to HRO.</p> <p>5B.7: Special Contract for AFT Assistant, Mr. Rihmwus William was extended to September 30, 2013.</p> <p>5B.8: Ad hoc committee completed the interview for the Researcher position on March 21st.</p> <p>5B.9: Recommendation for the GEAR UP Education Specialist was forwarded to HRO.</p> <p><u>Chuuk Campus:</u> A CRE Research Assistant position was closed and an eligible list was forwarded to the President for his selection. An IT Tech II Position and a Media Tech Position were advertised and closed. The Ah hoc committees are in the process of reviewing the applications.</p>	
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	<p><u>Yap Campus:</u> Spring Semester 2013 Full Time vs. Part Time Personnel</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>Total</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Full Time</td> <td></td> <td>19</td> <td></td> <td></td> <td></td> <td>28</td> </tr> <tr> <td>Part Time</td> <td></td> <td>6</td> <td></td> <td></td> <td></td> <td>18</td> </tr> <tr> <td>% Full Time</td> <td></td> <td>76%</td> <td></td> <td></td> <td></td> <td>60.87 %</td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	Total							Full Time		19				28	Part Time		6				18	% Full Time		76%				60.87 %	
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<p>5C: Update personnel policies and procedures to meet on-going human resources needs</p>	<p><u>LRC:</u></p> <ul style="list-style-type: none"> LRC staff began working on revising guides and tutorials on the use of different resources in the library for inclusion on the library website and to supplement library instruction sessions. <p><u>Chuuk Campus:</u> Long-time special contract positions will become regular positions. Two janitorial positions and six security guard positions have been repeatedly contracted out on six-month contracts. These positions were advertised and closed, and are waiting to be reviewed by Ad hoc committee members.</p> <p><u>Yap and FMI Campuses:</u></p> <ul style="list-style-type: none"> One Campus Dean continues to provide administrative oversight to both Yap Campus and FSM FMI. Student Services Coordinator continues to be the SSC for both campuses. <p><u>Pohnpei Campus:</u> A total of seven (7) faculty and staff enrolled and made changes to their retirement plan. All the ASC forms were submitted to HRO to meet the deadline, January 10th.</p>																																				

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

Objectives	Accomplishments	Comments/additional detail															
<p>6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness</p>	<p><u>Kosrae Campus:</u> Kosrae Campus conducted planning meetings to participate in Culture Day float parade to compete for prize to raise funds for endowment.</p> <ul style="list-style-type: none"> • Kosrae Campus Fishing Club contributed their prize catch to the COM-FSM Endowment Fund. <p><u>Chuuk Campus:</u> A few more employees signed up for biweekly allotment to the Endowment Fund. Even though their Work-study funding were exhausted, students continued to offer their free services assisting at both the LRC and the Computer Lab (IT).</p>																
<p>6B: Diversify resources of the College</p>	<p><u>Chuuk Campus:</u> 6B. The MOU was signed and the CTE Courses for Chuuk High School Students are on. We have 30 students whom we picked up before class, and dropped them off after. 6B1. CRE will continue to receive Private Sector Grant for FY 2014 6B2. A few more employees are added to the twenty-five Chuuk Campus employees who are making biweekly allotments to the Endowment Fund.</p> <p><u>National Campus:</u> Social Science Division – Two members of the division are teaching the NGO non-credit course for the US Grant.</p>																
<p>6C: Budgeting and resource allocation</p>	<p><u>Kosrae Campus:</u> Two reprogramming requests were approved to supplement budget for utilities cost and maintenance of facilities.</p> <p><u>Pohnpei Campus:</u> 6C.1. Business Office/Bookstore continued to provide related support services to the campus and students. Collection and expenditure report on selected line items is as follows.</p> <p><u>Fuel Usage</u></p> <table border="1" data-bbox="541 1247 1304 1357"> <thead> <tr> <th></th> <th>Jan. 13</th> <th>Feb. 13</th> <th>13-Mar</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Cost</td> <td>\$1,163.30</td> <td>\$1,102.50</td> <td>\$1,105.45</td> <td>\$ 3,371.25</td> </tr> <tr> <td>Usage</td> <td>237</td> <td>225</td> <td>219</td> <td>681</td> </tr> </tbody> </table>		Jan. 13	Feb. 13	13-Mar	Total	Cost	\$1,163.30	\$1,102.50	\$1,105.45	\$ 3,371.25	Usage	237	225	219	681	
	Jan. 13	Feb. 13	13-Mar	Total													
Cost	\$1,163.30	\$1,102.50	\$1,105.45	\$ 3,371.25													
Usage	237	225	219	681													

Cash Power for Upper Campus

	Jan. 13	Feb. 13	13-Mar	Total
Cost	\$ 3,900.00	\$ 3,900.00	\$4,250.00	\$12,050.00
Usage	7190.2	7190.2	8297.18	22677.58

Utility for Lower Campus

	Jan. 13	Feb. 13	13-Mar	Total
Cost	\$ 9,425.57	\$ 9,397.57	\$10,082.19	\$28,905.33
Usage	16608	17530	17369	51507

Water Usage

	Jan. 13	Feb. 13	13-Mar	Total
Cost	\$ 158.97	\$ 946.13	No billing	\$ 1,105.10

FY 2013 Summary Expenditure Report per division

Division	Budget	Expenditure	Remaining Bal.
Administration	\$398,314.00	\$280,792.64	\$ 117,521.36
Instructional	\$1,070,593.00	\$514,109.52	\$ 556,483.48
Student Services	\$169,427.00	\$74,444.41	\$ 94,982.59
Total	\$1,638,334.00	\$869,346.57	\$ 768,987.43

FY 2013 Summary Expenditure Report per item

Item	Budget Amount	Expenditures	Remain Bal.
Personnel	\$ 1,179,496.00	\$ 561,053.67	\$ 618,442.33
Travel	\$ 4,238.00	-	\$ 4,238.00

Contractual	\$ 214,000.00	\$ 150,368.28	\$ 63,631.72
Current Expenses	\$ 229,600.00	\$ 153,344.62	\$ 76,255.38
Fixed Asset	\$ 11,000.00	\$ 4,580.00	\$ 6,420.00
Total	\$ 1,638,334.00	\$ 869,346.57	\$ 768,987.43

Collections:

	Jan. 13	Feb. 13	Mar. 13	Total
Bookstore sales	\$ 752.15	\$ 444.20	\$ 1,048.40	\$ 2,244.75
Endowment Fund	\$ 27.00	\$ 54.80	\$ -	\$ 81.80
Facility Rental	\$ 300.00	\$ 20.00	\$ 199.90	\$ 519.90
PSBDC Facility Rental	\$ -	\$2,075.00		\$ 2,075.00
Duplicate ID	\$ 115.00	\$ 60.00	\$ 40.00	\$ 215.00
Admission fee	\$ 200.00			\$ 200.00
Transcript fee	\$ 20.00	\$ 12.00	\$ 16.00	\$ 48.00
Photo copying	\$ 73.80	\$ 5.00	\$ 60.32	\$ 139.12
Accidental Insurance fee	\$ 100.00	\$ 60.00		\$ 160.00
PNI State Scholarship	\$ 3,500.00			\$ 3,500.00
Dues	\$ 2,062.50		\$ 775.00	\$ 2,837.50
Registration fee	\$ 4,580.00			\$ 4,580.00
Audit fee	\$ 60.00			\$ 60.00
Graduation fee	\$ 591.00	\$ 36.50	\$ 46.50	\$ 674.00
Sales from Programs			\$ 524.00	\$ 524.00
Total	\$ 12,381.45	\$2,767.50	\$ 2,710.12	\$17,859.07

Below is a summary of Spring 2013 Schedule of payment: Total percentage collected for Spring 2013 is 77%.

Spring 2013 Schedule of Payment-summary				
	Charges	Payments	Balance	%
Tuition	\$ 639,090	\$ 487,935	\$ 151,155	76%
Registration	\$ 8,870	\$ 8,870	-	100%
Activity fee	\$ 11,700	\$ 9,160	\$ 2,540	78%
Health fee	\$ 8,775	\$ 6,870	\$ 1,905	78%
Science w/lab	\$ 1,050	\$ 700	\$ 350	67%
T&T lab fee	\$ 4,825	\$ 3,950	\$ 875	82%
HTM Lab fee	\$ 250	\$ 200	\$ 50	80%
Subtotal	\$ 674,560	\$ 517,685	\$ 156,875	77%
Technology fee	\$ 58,500	\$ 45,800	\$ 12,700	78%
Book charges	\$ 91,847	\$ 73,755	\$ 18,093	80%
Total	\$ 824,907	\$ 637,240	\$ 187,668	77%

Chuuk Campus:

Financial Aid Office continues to help students with their Pell grant.

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

Kosrae Campus:

A dry litter pig pen is being constructed replace/relocate college livestock; this new method is health, environmental, and agriculturally sound. Raimond Construction completed phase one of the project. Extended sections to this facility is being reviewed by FSM Secretary of Justice.

<p>of the college experience; serves as a model for the nation</p>	<p>Yap and FMI Campuses: January - March 2013 Power Consumption (Kw)</p> <table border="1" data-bbox="541 251 1295 318"> <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>Total</td> <td></td> <td>24,720</td> <td></td> <td></td> <td></td> <td>19,420</td> </tr> </tbody> </table> <p>Average monthly utility bill at Yap Campus = \$5,404.96 Average monthly water bill at Yap Campus = \$151.10 Average monthly power bill at FMI = \$7,886.52 Average monthly water bill at FMI = \$ 2,090.37 FMI water consumption = 727,540 gallons</p> <p>Chuuk Campus: 6D. Chuuk Campus Emergency Team was established. 6D1. The excavator at Chuuk Campus was bid out and a winner was identified. The winning bidder has to pay and claim the excavator within 30 days. They have not come to claim it.</p> <p>LRC: The libraries continued to receive bookings for select groups and for this quarter, a total of 10 bookings were made for library use at Pohnpei Campus, Kosrae Campus, National campus and Yap Campus libraries.</p>		CC	FMI	KC	PC	NC	YC	Total		24,720				19,420	
	CC	FMI	KC	PC	NC	YC										
Total		24,720				19,420										

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>Pohnpei Campus: 7A.1: HTM Division Chair met with the Village Hotel owners to discuss involvement in improving program and possible advisory council membership.</p> <p>7A.2: T&T Division Chair met Patrick Maloney of US Embassy to explore grants, technical assistance, or projects to strengthen partnership and service network for the local community and workforce.</p> <p>7A.3: GEAR UP Activities:</p> <ul style="list-style-type: none"> • A series of orientation meetings were conducted with GU staff, PICS principal, and Pohnpei DOE. • GU had several meetings on proposed methods to deliberate classes whether to go with weekly evening sessions or Saturday sessions. • Tutorial sessions and after school classes commenced on January 21st. 	<p>PNI Campus: 7A.4.1: The Center attended meetings, workshops, and conferences at the expense of the sponsoring organizations.</p> <p>7A.5.1: Seniors applying for FAFSA 2012-2013 and FAFSA 2013-2014. (TTO ENROLL IN SUMMER BRIDGE PROGRAM SUMMER 2013 and continue in Fall 2013)</p> <p>7A.5.2: Applied to Standardize Aptitude Test (SAT) in May 2013.</p>

<ul style="list-style-type: none"> • Regrouping of participants in the after class sessions were made and ready for implementation. • PTA Parental workshop meeting was held at Ohmine Elementary School on March 14th. Parents had reorganized and elected their new GU Parent Officers. • 2nd Student Assembly for 2nd Semester was conducted on March 11th and implementation of revised grouping becomes effective this month. • GU conducted Parental workshops for Kolonia Elementary School and Saladak Elementary School. • GU Project Director attended the HEP Conference in Washington, DC from March 26-29, 2013 <p>7A.4: PSBDC Activities: The Center continues to be represented in various meetings, workshops at the State, National, and Regional level on Private Sector Development. Examples include FSM Association of Chamber of Commerce, Micronesia Council of Chambers of Commerce, Pohnpei Chamber of Commerce, Pohnpei Visitors Bureau, FSM Trade Related Consultation and Workshops, and PATA Micronesia.</p> <p>7A.5: Upward Bound Program Activities:</p> <ul style="list-style-type: none"> • UB held Seniors Financial Aid (FAFSA) workshop on January 12th; Seniors SAT workshop on January 19th; PTA meeting at Public High Schools on January 25th; Seniors COMET Prep workshops on February 2nd; and Academic Component Mid-term Exams on February 16th. • UB students, alumni, and staffs had their TRIO Celebration on March 9th. • UB Mid-term counseling with all the schools completed on March 13th. Report cards were issued to parents on March 19th. • Saturday after class tutorial was implemented on March 23rd for quite a number of students needed to take extra help in Math and Science at all grade levels. • A staff from the Australian Embassy met with TRIO and GU Directors on March 18th to share the available funds for small-scale project and encouraged the programs to apply. • Seven (7) senior participants from all the high school were selected to take part in the CLOSE UP Test on March 16th. <p><u>FSM FMI</u></p> <ul style="list-style-type: none"> - Collaborating with Sea Transportation Division, Yap State Public Works / Transportation to organize sea board trainings for cadets on the state ship Hapilmahol. - Director of PW/T is very supportive of our programs and encourages our 	<p>7A.5.3: Test Taking workshop for seniors, preparation for COM-FSM Entrance Test.</p> <p>7A.5.4: March 01, 2013 - Community service at National Olympic Committee. Clean on the premises.</p> <p>7A.5.5: March 09, 2013-Morning session was to provide motivational speakers to challenge and encourage students to strive higher in their educational endeavors. Two alumni were invited as guest speaker basically to share with the current students on how UB has helped them in school and how it impacted their lives. Both of them were successful students and currently working. Dr. Nora Liwy and Jasmine Mendiola are both from Sokehs. Students and staffs picked up trash on campus, on the main street in Kolonia all the way to PICS and at the swimming pool (NOC). Afternoon the celebration continued in the pool and was coordinated by NOC staff.</p> <p>7A.5.6: To promote COM-FSM and Trio programs awareness in the community, the FSM Health Department sponsored the UB T-shirt for the TRIO celebration and activity.</p>
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	<p>collaborative efforts. One group of students in Marine Engineering has already completed their sea board training during a field trip to the neighboring islands.</p> <ul style="list-style-type: none"> - Captain Ewarmai and Student Services staff are working together with various shipping agencies for placement of our graduates. <p><u>YAP CAMPUS</u></p> <ul style="list-style-type: none"> - Have continued to collaborate with Yap DOE, YapAHEC, Health Services, Waab Community Health Center to hold events for student, faculty, and staff on campus. - Have continued to work together with Yap State Scholarship Office. - Events / activities include the following: Student health fair, health screening, public health presentations on STI/HIV. Continue to keep the general public informed of the college's activities through radio announcements and Island Chat talk show. <p><u>Chuuk Campus:</u></p> <p>7A. Chuuk State School System (CSSS) involving COM-FSM in CTE campaign and awareness to high schools students in Chuuk. Two faculty members and a staff went with CSSS staffs to inform the high school students about the CTE program at your COM-FSM Chuuk Campus.</p> <p>7A1: Organizations such as the Rotary Club of Truk Lagoon, Visitors Bureau, and the Chamber of Commerce helped SBA plan Cultural Day celebration. Community members also participated in the celebration.</p> <p><u>National Campus:</u></p> <p>Business Division – YES is working the Australian embassy to secure funding for benches on campus so that students can gather and study.</p> <p>Health Science Division – There is a proposal to do articulation of nursing courses between COM-FSM and Fiji National University (FNU).</p> <p><u>LRC:</u> campus libraries received a total of 92 visitors for this quarter.</p>	
<p>7B: Enhance and promote employment opportunities</p>	<p><u>Pohnpei Campus:</u> 7B.1: VEE250 Cooperative Education placed 13 students in the local workforce as part of the course requirement.</p> <p>7B.2: PSBDC Coordinator conducted 13 business consultations in retail business, piggery, cultural center, household farming, and fish market.</p>	<p><u>PNI Campus -</u> 7B.2.1: Over 40 clients are on waiting list for their loan packages to be developed. This is</p>

	<p>7B.3: PSBDC processed 5 loan packages for real estate, retail stores, local produce market, and fuel outlet.</p> <p>7B.4: CES Agents conducted sea cucumber spawning and wild stock collection. Measurement of juvenile sea cucumber and released 90 at Roie, Sokehs. Arrangements of displaying the half pearl are in process.</p> <p>7B.5: Home Makers awarded certificates of completion under the EFNEP training conducted in Temwen. They actively participated and practically learned or gained knowledge and skills about food/ food safety and nutrition from the EFNEP program.</p> <p><u>Chuuk Campus:</u> Vacancy positions were advertised and applications were received. We are awaiting the screening process to complete, and recommendations send to the President.</p> <p><u>Yap Campus:</u> Vacancies for both campuses are announced on the radio and also posted in public places.</p> <p><u>National Campus:</u> Business Division – The division still has one open position, will post for hire. Math/Science Division – Two position are available in this division, Math faculty and Marine Science faculty position.</p> <p><u>LRC:</u> MITC Technician resigned from his post effective February 15. The LRC hired a special contract to fill that position temporarily beginning March 7.</p>	<p>due to understaffing.</p>
<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<p><u>Chuuk Campus: 7C.</u> The CTE Courses for Chuuk High School students are ongoing 7C1. Alton Higashi and Roger Arnold are designing a new course outline for BU 100 (Practicum) to make it more realistic and authentic in terms of assessment</p> <p><u>Pohnpei Campus: 7C.1:</u> Five (5) AFT students are hired as work-study students to work, learn, and experience similar task that a regular farmer might face every day in a garden. Skills and knowledge that they’ve obtained can help them in a real-life situation.</p> <p>7C.2: PSBDC continues to provide loan packaging assistance for clients seeking financing assistance from SBGFC, FSM Development Bank, and Pacific Islands</p>	<p><u>PNI Campus - 7C.2.1:</u> Due to understaffing, PSBDC can only provide assistance to clients with loan packaging service.</p> <p>7C.3.1: ETSP staff held the following trainings/workshops:</p> <ul style="list-style-type: none"> • PICS Seniors –February 23 with Education

	<p>Development Bank.</p> <p>7C.3: ETSP Activities:</p> <ul style="list-style-type: none"> • Student Success on ETSP Spelling Bee Champions: <ul style="list-style-type: none"> ○ Sharon Delcampo from Ohmine School ○ Chelsea Hetiback and Joecy Sultan from Nett school ○ Miuly Penias from Saladak ○ Shivanna Mendiola from Kolonia ○ Leiny Leen Ramirez and Shonnie Donre from Awak ○ Burt Lehau from Lukop ○ Lodanna Silbanuz from Sapwalapw ○ Tracy Olpet from Rohi ○ Ceylen Hebel from Wone ○ Kyle Mihkel from Enpein ○ Sinjii David from NMS ○ Kingston Route and Larinda Ardos from Seinwar • Ms. Laynyleen Ramirez became the state champion in the Bee and represented Pohnpei in the regional spelling bee in Guam. She was among students from Guam, Saipan, Tinian, Rota and Palau. Director and tutor Nayleen Ramirez escorted Ms. Laynyleen Ramirez to the spelling Bee held in Guam. • Mr. Nelsin Mack, ETSP senior from MHS won a photo essay contest held in February. • Thomas Gilmete, ETSP senior from NMHS School won the Cultural Day Essay held at the Spanish Wall. • 125 ETSP seniors took the COMET early February and now waits for result. • ETS staff participated in the Pohnpei DOE Teachers Forum held at Nett School on February 18-20, 2013. • ETS staff participated in the Accreditation session held by Maria Dison in the Pohnpeian Language. • All regular ETSP staff took the accreditation quiz and successfully passed. • ETS conducted mid-term evaluation on students and services in mid March. • ETS received 5 computers from Pohnpei Campus for their Student Computer Lab. <p>74.C: EFNEP program continued to promote and enhance food safety, food labeling food pyramid, and exercise, meal planning and healthy recipes in the communities.</p> <p>National Campus: Education Division – Division is working with NDOE to gather information on</p>	<p>USA (Mike Ioanis)</p> <ul style="list-style-type: none"> • Test Taking Tips for all Seniors (by ETS Staffs) • Seniors Writing Skills (by ETS Senior Tutors) • College Exploration for all Seniors (by ETS Staffs) • FAFSA Workshops and Application online (by ETS Staffs) • Freshman Essay contest • Students Academic/Attendance Counseling • March 23, 2013: High School student workshop was held with Senator Cindy Lekka as our keynote speakers. Presenters in our concurrent sessions included world teach volunteer, elder and sister from the Mormon Church and region Churchill Edward. There were a total of 380 high school students gathered. Sessions included (Leadership skills, Time Management, Study Skills, Tips for getting good grades, Panel of college success students, Decision making, Goal Setting and Peer pressure.) • April 06, 2013 - Elementary student's workshop was also held. Mr. Eugene Amor from the Australian Embassy (TSP alumni) was the keynote speaker. There were a total of 300 Elementary students attended. • Club activities begin at all high schools until the rest of the school year. • Financial Aid application on line continues for all 125 seniors.
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	<p>the certification and Teacher Corps is starting its recruitment activities.</p> <p>Social Science Division – Trial Counseling faculty (part-time) are working with chair to improve courses, proposed to add an international law course. Also, SS faculty piloting NGO course to see if relevant and can turn to a regular credit course.</p> <p>LRC: LRC staff began working on revising guides and tutorials on the use of different resources in the library for inclusion on the library website and to supplement library instruction sessions.</p>	
<p>7D: Provide Cooperative Extension Services to the community</p>	<p>Chuuk Campus: LRC staff did two presentations at Berea Christian High School with kindergarten on Story Telling on February 19, 2013, and Book Talk with the sixth graders on March 22, 2013. CRE continues with their existing community outreach projects.</p> <p>Pohnpei Camus: 7D.1. PSBDC is working in collaboration with CES Land Grant, Agriculture Division, and NRCS in the development of business plan for Pohnpei Farmers Association.</p> <p>7D.2: Extension Agents continued to provide technical assistance and consultation to farmers around Pohnpei State with farm visits to advise and encourage farmers on the compost making and utilization; animal health husbandry, livestock waste management, vegetable farming technologies, home gardening, aquaculture farming technologies and agro-processing. CES Extension Agents and JICA volunteers conducted number of trainings on the topics mentioned above.</p> <p>7D.3: CES Staff fully engaged in the first ever Pohnpei Trade Fair with great success as Agents displayed process agro-aqua product such as half pearl jewelry, chips, jam, local alcohol made from breadfruit, livestock feed sample, etc. Additionally, Agents charged to do the crops judging and selection of potential farmers, whom participated in the Trade Fair.</p> <p>National Campus: CariPac Scholarship Announced on COM-FSM website. See CRE's report for detail. VPIA and DCTE are members of the scholarship selection Committee.</p>	

Strategic goal 8: Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity

Objectives	Accomplishments	Comments/additional detail
8A: Increase community involvement in college affairs	<p>Chuuk Campus: 8A. MITC Technician documented the Liberation Day Celebration on Satowan Island.</p> <p>8A1. Chuuk campus IC participated in the Mediation workshop for Chuuk State Court sponsored by Australian government. The workshop was held in Pohnpei on March 4-9, 2013.</p> <p>Yap Campus: During staff development day, presentations were made by representatives of Health Services Non-communicable Diseases Program staff, Yap High School Principal, and FSM Social Security.</p> <p>Pohnpei Campus: 8A.1: Pohnpei Campus continued to accommodate students' and the communities requests to utilize the facilities, and the Vocational front area for their meetings, sport tournaments, and car wash activities.</p>	<p>PNI Campus - A.1.1: Facility Rental rates:</p> <ul style="list-style-type: none"> ○ January \$300 ○ February \$20 ○ March \$199.90 <p>Total \$ 519.90</p>
8B: Cultivate respect for individual differences, and champion diversity	<p>Chuuk Campus: March 25, 2013 a joint dinner took place at the Student Center at your Chuuk Campus for visiting Social Services students and instructor, Dr. Lisa Lativitas, from UOG. About 15 Chuuk Campus students and 18 UOG students shared games, songs and dances throughout the evening. The evening was a success, ending with a farewell dance presented by the Chuuk Campus students. The UOG students expressed their misconceptions about Chuukese people, which were changed after this actual visit to Chuuk.</p>	

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>Yap Campus: Assessment and monitoring is done on a continuous basis. Monthly reports submitted by each unit is part of the assessment process. Faculty members on both campuses are working on authentic assessment and course level assessment.</p> <p>Pohnpei Campus: 9A.1: IC, HTM and T&T Division Chairs, and ACE Coordinator participated in meetings with the accreditation visiting team and provided responses to questions mainly on status of SLOs, IEMP, and shared governance.</p> <p>Kosrae Campus: Did program prioritization for administrative offices at Kosrae Campus. Provide data for college-wide</p>	

	<p>prioritization group.</p> <p><u>National Campus:</u> Lang lit: Authentic Assessment has been completed for this semester for all faculty members in this division.</p> <p><u>Across all campuses:</u> ILO assessment continues for spring semester, using the ACC&U VALUE rubrics. Need to assess critical thinking, problem solving and identify possible courses for assessment.</p>	
9B: Integrate planning, evaluation and resource allocation for continuous improvement	<u>VPIA office</u> - IEMP completed by working group headed by VPIA and VPAS. All Instructional Directors were part of the IEMP working group.	
9C: Increase research and data driven decision making	<u>Chuuk Campus:</u> Piloting of Setting Goals for Success has been launched this Spring Semester, 2013. As the Setting Goals for Success begins its piloting this semester, SSC will be collecting and doing baseline data information for assessing the needs of deficiency students, and future decision and action.	
9D: Develop an integrated data system	<p><u>Chuuk Campus:</u> The MITC personnel are aware that any activity on campus should have evidence through pictures or videotapes. These will be shared with the college-wide system.</p> <p><u>College wide</u> – CCSSE and CCFSE will be completed this month of April.</p>	
9e: Enhance decision-making and communications at the college through implementation, monitoring and evaluation of the new governance policy and revised standing committee structure.	<ul style="list-style-type: none"> • <u>Chuuk Campus:</u> Management Council continues to meet monthly to deliberate on issues that needed shared decision making and make effort in communicating information to all at Chuuk Campus. • <u>Kosrae Campus:</u> Held one all campus meetings during the reporting period. Local standing committees are planning, organizing, and implementing campus wide activities. • <u>Yap Campus:</u> Yap campus Librarian assisted FMI Librarian with cataloging and taking statistics for monthly reports. • <u>Executive Committee:</u> Approved Textbook policy recommended by CAC. Policy has been accepted by Board during March meeting. <p>All Deans, VPIA and DAP are members of the Executive Committee.</p>	

