

2012 1st Quarter Report (October 1st to December 31st, 2011)

College of Micronesia – FSM - Performance reporting form

Department/Division/Campus:	Administrative Services	Period:	Oct. 1st, to Dec. 31st, 2011
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FSM Strategic Development Plan Goal 4: to allow FSM students to complete postsecondary education to assist in the economic and social development for the FSM.

Mission Statement

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.

Values

Learner-centeredness, professional behavior, innovation, honesty and ethical behavior, commitment and hard work, teamwork and accountability

Strategic Goals

The College of Micronesia-FSM, through a cycle of assessment and review, will continuously improve to meet or exceed current accreditation standards and will:

1. Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively;
2. Provide institutional support to foster student success and satisfaction;
3. Create an adequate, healthy and functional learning and working environment;
4. Foster effective communication;
5. Invest in sufficient, qualified, and effective human resources;
6. Ensure sufficient and well-managed fiscal resources that maintain financial stability;
7. Build a partnering and service network for community, workforce and economic development;
8. Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity; and
9. Provide for continuous improvement of programs, services and college environment.

College web site: www.comfsm.fm IRPO web site: <http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html>
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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	VPAS: Covered walkway at the National Campus is another example of efforts to support quality teaching and learning through easy access to and from the classrooms any time of the day rain or shine. This project will complete by middle of next month.	
1B: Make developmental courses an	VPAS: It was reported in the BOR meeting in Kosrae that the college needs to	

institutional priority	provide adequate funding for the implementation of the ACE Program. Currently, the program started out with the use of the existing faculty and support staff without any request for funding from the state campuses.	
1C: Enhance faculty involvement in the college	VPAS: The Department of Administrative Services supported the new standing committee set up because for the first time faculty are now engaged in planning and recommending plans and improvements of services at the college.	

Strategic goal 2: Provide institutional support to foster student success and satisfaction

Objectives	Accomplishments	Comments/additional detail
2A: Promote strategic enrollment management for the college	VPAS: Support planning to invite students who are capable to do college level. Coordinate with the Director of IT to establish an online registration process. This will clearly allow continuing students to seek available courses and re-enroll at the college.	
2B: Become more student-centered in the development of specific college system policies and procedures	VPAS: Department staff particularly the Security office has started work on the Emergency Preparedness Plan to be used by all campuses. Definitely, this plan will address all types of emergencies in conjunction with the National and State Government disaster plan. Portion of this plan will be unique only to the college setting.	
2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value	IP (Interim President) IP joined the 2011 Orientation General Assembly to welcome the incoming freshmen and the returning students and new and returning staff and faculty.	
2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious		

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 community	<p>VPAS: The completion of the Prioritization of Instructional Programs will clearly provide a new direction for the college as to how facilities will be constructed. It is realized that we have a \$1.4 million dollars cost of ownership of all facilities that below to the college. Additional facilities will need to be considered carefully as funding resources will decline.</p> <p><u>Maintenance and Security:</u></p> <p>College wide CIP projects:</p>	

- JEMCO continues to suspend projects for the college and has passed a resolution to not approved project for COM-FSM from 2012-2016. JEMCO further resolve to review the COM-FSM IDP funding in its mid-year meeting in March 2012. (No Further action on this item)
- Board approved 210,000 to repairs and improvements of facilities and campus assess.
 - \$100,000 for Kosrae Library and classroom renovation.
 - \$ 30,000 for Chuuk Campus building painting and repairs.
 - \$36,000 for National Campus building painting and repairs.
 - \$30,000 for FSM-FMI Computer lab repair and others building repairs.
 - \$12,000 for Pohnpei Campus Walkway, stairs and ramp.
 - \$ 2,000 for National campus huts repair.

National Campus:

- Completed covered walkways projects as scheduled.
- Completed installation of generator building and hook-up of power from the generator to Classroom "A, B and faculty building F2.
- Completed installation of 24 building signs at the National Campus.
- Implemented painting of Buildings D,E, G and F2.

Pohnpei Campus:

- Pohnpei Campus CRE project is 99% complete and scheduled for be turned over by Mid January 2012.
- Implemented construction of Walkway, Ramps, Stairs and improve pathway to the upper parking lot.

Kosrae Campus:

- Awarded contract for Classroom and library renovation.

Chuuk Campus:

- Implement painting and repairs of library, computer lab, building C and the restroom.

FSM-FMI:

- Sub metering contract has been executed and repairs of library, bathrooms and electrical system repair and testing.

3B: Provide for maintenance and upkeep of grounds, facilities, and equipment

VPAS: Security Personnel at the National campus was a major concern for the Office of Campus Security due to fewer number of security personnel as recommended by the Job Audit study. The remaining few were holding double shifts and morale was declining. We corrected the situation by allowing three new security to be added to help out.

Maintenance and Security
Institutional Priority 3d(b)]

National Campus

Ground Maintenance:

- 14 Work Orders completed

AC & Electrical:

- Completed 41work orders
- Service AC units at classrooms and connect building F2 to generator.

Building Maintenance

- Constructed drainage ditch at building "M" IT shop.
- 40 work orders completed
- Relocated door for music classroom and construct walkway.

Vehicle & Equipment Maintenance: (not available)

Mail/Cargo Handling:

- Continue daily mail & cargo services.

Janitorial Services:

- Strip and wax B102, Faculty rm 101, education lab. Music Classroom and F2.
- General clean-up building A&B
- Pressure wash building C& H.

Intercampus Campus Shuttle:

Maintenance and Security

Operations Budget:

· **POL Account:**
About 32% of the fuel budget has been spend after the first quarter. At this rate a supplemental budget of about \$34,000 will be needed.

Utilities Account:

Pohnpei campus utilities budget for FY2011 is only \$7,000 while it shoul have been \$136,000. National Campus utilities account is current supplementing Pohnpei Campus.

Three out of five campuses have improved in monthly reports.

Service Satisfaction Survey:

No Survey conducted.

3C: Provide for a safe, secure and effective college environment

Maintenance and Security
October – December 2010 – Security Report

- Overtime increasing due to

	Major Offense (s)				<p>shortage of manpower. suspended.</p> <ul style="list-style-type: none"> • Dorm fire drill and safety inspection have not been conducted. • Facilities fires safety inspections have not been conducted. 	
	Oct.	Nov.	Dec.			
	<i>Liquor law violation</i>	8	6	7		
	<i>Liquor law arrests</i>	0	6	4		
	<i>Aggravated Assault</i>	1	4	0		
<i>Theft</i>	1	0	0			

Strategic goal 4: Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4B: Provide communications infrastructure to support communication pathways	<p><u>IT Office</u> 99% NAS scheduled backups of primary systems and data are on schedule and successful. Scheduled backups in place.</p> <p>Security Camera deployment and associated infrastructure changes to accommodate continue.</p> <p>Agreements, MOU's and Contracts:</p> <p>An MOU between the COM-FSM and the BOFSM to store backup data for the banks on the Server Rack Equipment Room at all campuses is now in effect. The bank agrees to pay the COM-FSM a monthly fee to house their backup equipment at each site. The equipment and communication line to the equipment is provided by the Bank, separate from COM-FSM's equipment and communication line. Details of the agreement and details on the negotiations process can be obtained from the Director of IT's office.</p>	
4C: Enhance the college community's ability to communicate effectively	<p><u>VPAS:</u></p> <p>1. Sent budget timeline to the entire college community for better coordination of the development of the 2013.</p>	

2. Met with departments, divisions and offices at the National Campus to discuss the timeline for budget development and also other information on revenue projections. Possible revenue loss due to plans for academic programs prioritization was discussed with PRC and the college's community.
3. Has endorsed the use of google docs as a tool for generating quarterly reports for the college.
4. Provided guidance to the college standing committees to utilize the regular phone conferencing instead of VOIP.

IP: IP hosted a meeting of all campus faculty, staff and students to share the current activities, and to listen to what they say about issues affecting the college. IP urged all Campus Directors to do the same with faculty, staff and students at their respective campuses.

IP: IP had a meeting of the Advisors to the President regarding the State of the College message for the President's Retreat on Aug 24-26, 2011. Campus representatives and external stakeholders were invited. The main issues addressed were accreditation, vision, mission and values of the college, institutional prioritization, and institutional integrated master plans.

IP: IP met with faculty and staff at Pohnpei Campus to hear from them and to share the current happenings at the college. This is an effort to have open dialogue and open forum with the college community. IP plans to maintain the dialogue on a monthly basis in order to improve communication between the administration and the rest of the college community.

IP had an open forum with the faculty to talk about issues impacting the college and to update the faculty on current affairs.

IP was invited to speak to parents of students at Pohnpei Campus about accreditation. It is urged that other campuses do parents' orientation to education the parents of the programs and services to their children attending the college. IP commended the Pohnpei Campus Director and her faculty and staff for their initiative.

In the interim, my goal is to improve communication. I have met with Social Science and Math/Natural Sciences Divisions faculty members. I intend to meet with all division faculties here as well as other campuses. It is encouraging to hear positive feedback from the faculty. I proposed to the faculty that such meeting should take place once a month and it was received favorably.

IP plans to maintain the open forum between the President's office and the rest of the college community.

IT Office

With the assistance from the VPIA and VPCRE thru use of CaraPac funds as well as assistance from the VPA, work has now completed as far as pulling single mode fiber

optic cable to the National Campus with the goal of improving online services hosted at the National Campus to all its constituents. FSMTC is near completion of the project. There are however a few loose ends to complete for the Fiber connection from National to the FSMTC HQ building to become a reality, we await the completion of payments for equipment and the installation of the "last mile" fiber run into our COM-FSM equipment to complete this project. The New 3 year contract, which includes the fiber link, for connectivity at all campuses has been signed by both the FSMTC and COM-FSM leadership and will be in effect by the end of December 2011.

State Campus bandwidth connections are now officially double what they were previously without having to change their appropriated bandwidth portions on the contract. The network figures will be monitored to ensure we are getting what we are paying for as well as make changes when necessary.

IT wireless expansion project update: A pilot setup is now in place at the National campus and a network lines are in place at the site selected at Kosrae Campus. Work to purchase supplies to raise an antennae for Pohnpei campus is complete and server equipment has finally arrived. Pohnpei and Kosrae campus WiFi pilots will be completed soon. Assessments and site selections for installations at remaining campuses is complete, work will begin soon on the ground. The new service post pilot period can dramatically expand our wireless capabilities to be better able to serve our growing wireless network COM-FSM community at all campuses.

Website developments continue, IT has asked the DCR to be responsible for information gathering task since it is more in line with their role in the system. The change should improve the information gathering aspect of information sharing for improved communications and website content. Also, our web team is developing a Wiki site for the college to address internal communication needs for committee's etc.

SIS update:

Work on SIS phase III continues.

A second site visit from the SIS database developer for phase III work is being planned.

Online Registration will be the first component of the SIS that codifies institutional policy and procedure within the SIS. The approach to implementing it will, therefore, be quite different from the current SIS, although it will be fully integrated with the current data and software.

MyShark and SIS Maintenance Software updates were applied to both myShark and the SIS recently, bringing both up to date with recent fixes. The changes were primarily

	internal, so no user training was necessary following the recent additions and changes.	
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Strategic goal 5: Invest in sufficient, qualified, and effective human resources

Objectives	Accomplishments	Comments/additional detail
5A: Provide on-going professional development of faculty and staff	<p>VPAS</p> <ol style="list-style-type: none"> 1. Pelma Palik attended a conference in the US on new policies on the Sponsored Programs, Upward Bound. 2. The Masters Program in Post Secondary Educational Leadership has started with 33 participants. Our COM-FSM staff enrolled in this program are: <ol style="list-style-type: none"> a. Patrick Werthog b. Mason Tihpen c. Delida Waltu d. Amy James-Santiago e. Mike Ioanis <p>HRO: Summary Major Professional Development Activities by Campus:</p> <p>National campus:</p> <ol style="list-style-type: none"> 1. Policy Update – provided meeting sessions to state campuses on the latest revised policies. Expected outcome – improved/increased knowledge of policies and procedures. Participating in the meetings were management staff, faculty and support staff. 1. Educational Leave – Joakim Peter and Stanely Etse were on approved educational leave with pay to attend school at UH-Manoa during the reporting period. Expected outcome –improved teaching abilities and knowledge in their area of assignment. 1. Professional Growth – A good number of employees continue to take courses at the National Campus under Policy 003 this fall 2011. Expected outcome – improved knowledge, skills, ability to perform job better and meet new challenges. 	<p>HRO</p> <p>Institutional priority 4e: Providing continuous improvement through a comprehensive staff training program</p>
5B: Recruit and retain	<ul style="list-style-type: none"> • HRO: 	

qualified personnel to allow delivery of quality services

Full Time Retention Vs. Turnover Rates

Campus	Employee #	Retention Rate	Turnover Rate
NC	162	100%	0
PC	70	99%	1or 1%
CK	50	100%	0
KC	35	100%	0
YC	29	100%	0
FMI	19	100%	0
College-Wide	365	99.7%	1 or 0.3%

Campus	# of Instructors	FSM	Non-FSM
National	41 + ADAP	13	28 +ADAP
Pohnpei	22 +IC	11 + IC	11
Chuuk	15 + IC	9 +IC	6
Yap	6	1	5
Kosrae	7 +IC	3 +IC	4
FMI	6	5	1
TOTAL	97 +4	42- 3 IC	55 +ADAP

Campus	Males	Females	Total #
National	89	73	162
Pohnpei	36	34	70
Chuuk	25	25	50

All instructors at Kosare and FMI Campuses meet the minimum qualifications in their job areas.

National Campus has 3 faculty members without a masters' degree. One has begun on hers this summer.

Chuuk, and Pohnpei Campus each have only one more remaining instructor without the master's degree requirement.

At Yap Campus, one instructor is without a master's degree still, but he is working on completion of thesis.

Departing Employees:

1. Penny Weilbacher – 09/30/2011

New Hires:

1. Clayton Eliam -12/14/2011
 2. Rufus Yaisolug -9/13/2011
 3. Lucy-ann Sidney -10/1/2011
 4. Adauo Tom-11/3/ 2011
 5. Amito Phiach -10/31/2011
- Marie Pitioi -11/14/2011

	Yap	14	15	29	
	Kosrae	21	14	35	
	FMI	15	4	19	
	Total	200	165	365	
5C: Update personnel policies and procedures to meet on-going human resources needs	<u>HRO</u> 1. Personnel Committee and Staff Development Committee were merged and became Human Resources Committee chair by an Instructor as part of the approved committee structure. HR Office has transmitted the policy development plan and pending work assignments to the new committee chair. HR Director as former chair of both committees provided update and input on the TORs and procedures.				<u>HRO</u>

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

Objectives	Accomplishments	Comments/additional detail
6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness	Business Office <ul style="list-style-type: none"> c/o Planning and Resources Committee a 	
6B: Diversify resources of the College	Business Office <ul style="list-style-type: none"> c/o Planning and Resources Committee and IRPO 	
6C. <i>6C: Budgeting and resource allocation and ensuring sufficient fiscal resources</i>	Business Office 6C1. <i>The Statement of Revenues and Expenditures (SRE) for Unrestricted Fund (UF) for the fiscal year ended September 30, 2011 indicate a net positive fund balance change of \$515k, consisting the deficit of \$202k from National campus and positive result of \$717k from state campuses.</i> <i>Refer to worksheets 6C1 pages 1 to 5 for the details of results of operations including statements for restricted fund.</i> 6C2. <i>The gross receivable from students reduced by \$646k or by 12%, from \$5.263 Million as of</i>	Business Office 6C1. <i>Below is the breakdown per campus of the UF - FB change of \$515k:</i> <ul style="list-style-type: none"> National operations - (\$ 202k) Pohnpei campus - 295k Chuuk campus - 198k Kosrae campus - 156k Yap campus - 86k FSM-FMI - (18k) 6C3. <i>The breakdown of receivables per campus as of</i>

June 30, 2011 to \$4.617 Million as of September 30, 2011.

The reduction of receivable is from the collection through PELL grant, and that the fall 2011 has not been reflected as of September 30, 2011.

Refer to 6C2 pages 1 to 2 for the details of receivables.

6C3. The cash and equivalents as of September 30, 2011 is \$6.158 Million. Compared with prior quarter, the cash balance is higher by \$361k.

September 2011 and June 2011 are as follows:

	<u>June 2011</u>	<u>Sept 2011</u>	<u>Inc(Dec)</u>
National	- \$ 1.722M	\$ 1.587M	(\$ 135k)
Pohnpei	- 1.113M	1.036M	(77k)
Chuuk	- 1.609M	1.405M	(204k)
Kosrae	- 478k	396k	(82k)
Yap	- <u>341k</u>	<u>193k</u>	<u>(148k)</u>
	<u>\$5.263M</u>	<u>\$4.617M</u>	<u>(\$ 646k)</u>

The breakdown per semester are as follows:

	<u>June 2011</u>	<u>Sept 2011</u>	<u>Inc(Dec)</u>
Sum 11	- \$ 766k	\$ 154k	(\$ 612k)
Spring 11	- 290k	270k	(20k)
Fall 10	- 257k	254k	(3k)
Prior Sem	- <u>3.950M</u>	<u>3.939M</u>	<u>(11k)</u>
	<u>\$ 5.263M</u>	<u>\$4.617M</u>	<u>(\$ 646k)</u>

6C3. Below is the breakdown of the \$6.158 Million cash balance as of September 30, 2011:

- Money Fund/CDs at Citibank - \$3.576 Million
- General Fund accounts at BFSM – \$989k
- State Campus Fund accounts at BFSM - \$435k
- Restricted Fund accounts at BFSM & BOG - \$1.158 Million

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 of the college experience; serves as a model for the nation

6E: Managing and administration of fiscal resources.

6G: College meets annual endowment targets.

Business Office

6E1. *The audit of the college's financial statement for the fiscal year ended September 30, 2011 by Deloitte and Touche has started. The entrance conference for the audit was held on December 08, 2011.*

Business Office

6G1. *The market value of Endowment Fund reflected an unrealized loss by \$530k from June 30, 2011 to September 30, 2011. Due to the significant loss, the market value of endowment fund was reduced from \$3.512 Million to \$2.982 Million as of September 30, 2011.*

Business Office

6E1. *The following schedules were agreed during the entrance conference:*

- *Jan. 15, 2012 – submission of the preliminary trial balance by the college*
- *Jan. 30, 2012 – submission of the final trial balance by the college*
- *Feb. 01 to Mar. 31, 2012 – period for fieldwork by the auditor*
- *March 31, 2012 – deadline for the draft report by the auditor*
- *April 15, 2012 – deadline for the final audit report*

The deadline for the final report is two months earlier on the required deadline of June 30, 2012.

Business Office

6G1. *Below are the details of asset allocations as of Sept 30, 2011:*

	<u>Mkt Value</u>	<u>Percent</u>
<i>Cambiar (LC Value)</i>	<i>- \$ 688k</i>	<i>23%</i>
<i>Renaissance (LC Growth)</i>	<i>- 384k</i>	<i>13%</i>
<i>TCW (S/M Cap Growth)</i>	<i>- 254k</i>	<i>8%</i>
<i>SEIX (Fixed Income)</i>	<i>- 861k</i>	<i>29%</i>
<i>Brandes (Mature market)</i>	<i>- 554k</i>	<i>19%</i>
<i>Newgate (Emerging)</i>	<i>- 241k</i>	<i>8%</i>
	<u><i>\$2.982M</i></u>	<u><i>100%</i></u>

6G2. The total fund raising receipts for the fiscal year 2011 is \$45k. Compared with the target of \$100k per annum, the fund raising receipt is short by \$55k or 55%.

Refer to 6G2 for details of the fund raising receipts as of September 30. 2011.

The above asset allocations are within the range of asset allocation per the investment policy.

6G2. Below is the breakdown of the fund raising receipts for fiscal year 2011:

	<u>Amount</u>	<u>Percent</u>
National campus	- \$ 5,258	12%
Pohnpei campus	- 2,929	6%
Chuuk campus	- -	-
Kosrae campus	- 4,870	11%
Yap campus	- 5,500	12%
Interest/others	- 20,022	44%
Employees cont.	- <u>6,746</u>	<u>15%</u>
	<u>\$40,640</u>	<u>100%</u>

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>IP (Interim President) It has been a very busy summer for us. The college hosted number of conferences, and meetings including the joint inauguration of President, VP and the members of the 17th Congress. The college also hosted the PEC held at the gym as well. The college also hosted the meeting of the FACSSO members prior to the PEC meeting. Pacific Post Secondary Education Council (PPEC) also met here at the college. Additionally, Sekere and Pehleng ECE also held their graduation ceremony at the college. IP gave the welcoming remarks.</p> <p>IP: IP and Chairman Mida met with US Ambassador to the FSM and Deputy Chief of Mission to brief them on the COM-FSM Fact Book for school year 2010 and to discuss the issues and concerns impacting the college. Ambassador is saying that the cost per graduate (\$92,000) is too high and that the college is taking in those students that we accept are not college ready students so therefore the Education Sector Grant funds should go to primary and secondary schools.</p> <p>IP: IP had a meeting with Mr. Willy Kostka of Micronesian Conservation Trust and a consultant about their proposal to establish a “shark sanctuary” here in Pohnpei and they were seeking College’s support for the proposal. IP indicated the college’s support for this endeavor.</p> <p>IP met with Sue Gallen, Compact Management Office at SBOC and Evelyn Adolph, FSM JEMCO member about the issues impacting the college and open a communication channel between the college and the SBOC and FSM JEMCO.</p> <p>IP met with Counselor Qin of the China Embassy regarding the Chinese Martial Arts Delegation visiting the College. They will be performing during the week of August 25 & 26 at the FSM China Friendship Sports Center.</p> <p>IP thanked and congratulated the participants of the tree climbing/cutting workshop sponsored by CRE and Instructional Affairs Departments. Participants from all the states received certificates of completion. Vocational Program Director, VPCRE, and VPIA were also present during the luncheon award ceremony.</p>	

	<p>IP had a meeting with the Executive Director of SBOC, Mr. Fabian Nemeia regarding issues impacting the college.</p> <p>IP continued his meetings with external stakeholders by visiting Secretary of Foreign Affairs, Mr. Lorin Robert on issues affecting the college and also briefed the Secretary on the current activities at the college.</p> <p>IP also met with Project Management Unit (PMU) Director, Mr. Marcelino Actouka about the JEMCO resolution that put a stop on all facilities projects for the college.</p> <p>IP met with Dr. Paulsen of Michigan State University (MSU) and Mr. Rice of the World Park to renew the contact between the college and the MSU.</p> <p>IP took part in the COM Land Grant Board of Regents meeting hosted by the Executive Director Singeo's office here in Pohnpei.</p>	
<p>7D: Provide Cooperative Extension Services to the community</p>	<p>VPAS: The China/FSM Friendship gym had served many different regional and local conferences during the past three months. Here are the events:</p> <ul style="list-style-type: none"> a. APPU b. Tuna Commission c. COM-FSM Maintenance Supervisors Coordination meeting d. FSM President Inauguration 	

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>VPAS: During the last President's retreat 2011, good number of community reps attended various breakout session namely from FSM National Government and COM-FSM Land Grant.</p>	
<p>8B: Cultivate respect for individual differences, and champion diversity</p>	<p>IP: IP Office hosted farewell lunch and dinner for VPIA Thoulag and President James, and Director Penny Weilbacher to honor and thank them for their years of dedicated service to the college. Members of BOR, staff, faculty, and students attended the functions.</p>	

	<p>HRO 15 countries outside of the FSM are represented in the workforce at the College [see next column].</p> <p>New Employee orientation includes cultural information and awareness.</p>	<p>HRO Saipan, Hawaii, US, Palau, Canada, Romania, Sri Lanka, India, Nauru, Kiribati, Thailand, Japan, Philippines, Fiji, Lithuanian ,Yap, Kosrae, Pohnpei, & Chuuk.</p>
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Strategic Goal 9: Provide for continuous improvement of programs, services and college environment

Objectives	Accomplishments	Comments/additional detail
9A: Improve institutional assessment and evaluation	VPAS: All divisions and offices under the department of administrative services have turned in their worksheet #3 assessment report, work planning and performance evaluation.	
9B: Integrate planning, evaluation and resource allocation for continuous improvement	<p>VPAS: Vice President’s office has reviewed all recommendations from worksheet #3 relating to assessment of all administration services and will determine level of fund allocations for 2012 and 2013 respectively.</p> <p>IP: The priority is to take the college to the next step in terms of accreditation, integrated planning, effective communication, student learning, diversification of resources for sustainability, and entrepreneurship.</p> <p>The college was invited by SBOC to join the JEMCO meeting in Honolulu regarding the proposed JEMCO Resolutions to cut the operations budget at \$700,000 annually beginning in FY 2013 for the next four years until it reaches \$1.0 million. JEMCO resolution also calls for no IDP activities until 2016. Francisco Mendiola, Director of Facilities and Campus Environment and I represented the college at the meeting.</p> <p>IP: IP worked with Cabinet members to do their “plan of work” and made sure to reflect the goals and report against those goals during the 4th quarter in FY 11 and 1st quarter in FY 12.</p> <p>-HRO tracks and provides assessment results for decision making in its activities including hiring and staff development</p>	
9C: Increase research and data driven decision making	<p>VPAS: Continue to review current trend on enrollment, graduation rate, and help support other department to align activities and programs accordingly.</p> <p>HRO researches on policies and programs to aid development and modifications of such and support decisions.</p>	HR Director held meeting with GCC HR Administrator in October to discuss HR good

		practices and benefit programs
<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.</p>	<p>VPAS: Support the new standing committee set up and encouraged all to support it. The new committee set up appears to have wider and good participation from faculty and staff compared to the old set up. Faculty and staff have been involved more on the new committee set up. Many feel that they have taken the ownership of the committees therefore have been active in committee discussions and set up.</p> <p>IP: IP met and welcomed the USDA team visiting and conducting a monitoring visit of all the CRE, CES programs at Pohnpei, Chuuk, Kosrae, and National Campuses. The same team will be visiting Palau and Marshal Islands.</p> <p>IP met with the ALO several times during the reporting period regarding the issues addressed in the accreditation report that placed the college on probation status.</p> <p>IP also met with Chairman Mida to update the chairman on the on-going issues with the college.</p> <p>IP met with Acting VPIA and VPAS regarding issues impacting instructional affairs and the administration in general.</p> <p>IP took part in the Board of Regents meeting held in early September at National Campus. One of the main subjects was the Presidential Search Committee's recommendations.</p> <p>IP joined the members of Pacific Post Secondary Education Council in Honolulu for the September meeting held at the Windward Community College.</p>	