

2011 4th Quarter Report (July 1, - September 30, 2011)

College of Micronesia – FSM - Performance reporting form

Department/Division/Campus:	President's Office	Period:	2011 4th Quarter Report (July 1, - September 30, 2011)
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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
<p>1A: Promote quality teaching and learning-centered behaviors and environments for the six campuses</p>	<p>Chuuk Campus Most of the instructors are with Masters Degrees. In addition to their class schedule, they have at least five (5) hours per week for office hours.</p> <p>Kosrae Campus: CD involved in dialogue of distant learning development for the college.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> • Campus Director also a team member of the group gathering information, etc. regarding distance education for the college. <p>FMI Campus Finally, the position of a instructor in Marine Engineering had just been filled with the hiring of Mr. Michael Mailuw, who came over from the MS Micro Spirit following its decommissioning in Yap. Mailuw is a graduate of PATS on Pohnpei, and has had a brief history of work with the government of Yap on board the MS Micro Spirit and the YSS Paluwap.</p>	<p>Chuuk Campus Due to the shortage of faculty members, many of our classes have more than 30 students in them, way over the maximum of 25, yet the faculty members do not ask for extra compensation for these.</p>
<p>1B: Make developmental courses an institutional priority</p>	<p>Chuuk Campus We offer remedial courses in all the discipline we have here. In addition, we have the ACE Developmental Program in English and Mathematics going into its 2nd year of operation.</p>	<p>Chuuk Campus There is a common believe among the faculty members who are involved in the ACE Program that the time frame is too short to have much impact on the students. Often, it sets up the students for failure. For example, after successfully completing the</p>

		ACE Math, a student should be placed in MS 100. We believe this will lead to failure. There is a big cap between the ACE Math and MS 100.
1C: Enhance faculty involvement in the college	<p>Chuuk Campus At least one faculty member serves on one of the college-wide standing committees.</p> <p>FMI Campus Equal representation on the committees, which included the Faculty members, means fair participation and everyone will have an input into the development of the college.</p>	<p>Chuuk Campus Time conflict is a major problem. Most of the members of the committees are from the national campus. They can have a quorum without our member. With time conflict, the meeting can still take place without our representative, our problems, our concerns, our needs, our views, and our inputs.</p>

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	<p>FMI Campus This year is the second year of enrollment increase at FMI. This fall saw an increase of 12% over Fall 2010, which far exceeded our prediction. We hope to see more next fall.</p>	
2B: Become more student-centered in the development of specific college system policies and procedures	<p>Chuuk Campus 2B. Town Hall meeting set up monthly.</p> <p>Pohnpei Campus: Acting Campus Director Dison conducted the swear-in of the SY2011-2012 SBA officers for Pohnpei Campus. They are Steneit Olmos-President, Ryan David-Vice President, PJ Peniknos-Treasurer, Jasmine Remoket-Secretary.</p> <p>Kosrae Campus: Artson Talley-President, Anthony George-VP, Delpina Charley- Secretary were sworn in as Student Body Council. The council invited village associations officials to meet with the ALO during her visit. In another meeting, SBC and village officers sat with the campus director to hear about plans for student activities, etc.</p> <p>Yap Campus: SBA Officers: Owen Tharngan - President; Dukay Tairuwepiy - Vice President; Jayleen Yilbuw - Treasurer; and Brandy Yinug - Secretary, were sworn on September 14th. RSC (Rising Star Club) is also activated with new group leaders for this school year. RSC is the name for the tutoring program to get more students to take advantage of the free tutorial services offered on campus. Tutors, RSC Advisor, and faculty are working closely together to track student progress. Advisors have had</p>	<p>Chuuk Campus 2B. A meeting was held earlier this month to update and inform the Chuuk Campus Community on what is going on with the college. There were stakeholders present at the meeting.</p>

	<p>POW WOW with their advisees earlier this semester.</p> <p>FMI Campus The students have organized themselves with the following students as officers:</p> <p>President of the student body is Tony Mailiut; Vice President is Paul Hategalfil; Robert Sigrah is the Intelligence Officer; Xavier Ragilmwai is the Logistics Officer</p>	<p>FMI Campus This year the students have adopted a paramilitary style of organization such that the SBA President is now called the Corps Commander; the Vice is known as the Executive Officer; then we have the Intelligence Officer and the Logistics Officer.</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>Yap Campus:</p> <ul style="list-style-type: none"> 4 students successfully completed all requirements for graduation at the end of the summer session. 	
2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious	<p>Chuuk Campus 2D. Student Health Center conducts Cancer workshop awareness in collaboration with Cancer Society of Chuuk.</p>	<p>Chuuk Campus 2D. The College Nurse set awareness meetings on cancer presented by Dr. Kino Ruben and staff at his office. There were about 200 students present.</p>

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>Chuuk Campus 3A. Inadequate number of computers for students use.</p> <p>Kosrae Campus: CD joined Director of Facilities to inspect the classrooms handed over from Kosrae DOE for vocational program and temporary learning resource center. MOU for transferring the facility is being drafted by Kosrae AG.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> Student Center and Classroom buildings still under construction; new completion date is December 2011. 	<p>Chuuk Campus 3A. Students at Chuuk Campus are complaining that there are not enough computers available on campus for their use to do research and work. We have no wireless network and laptops available in the bookstore for students extended use when lab is full. There is a lab of 30 computers for an enrollment of 400. The other lab is used for instruction of computer classes only.</p>
3B: Provide for maintenance and upkeep of grounds, facilities, and equipment	N/A	

<p>3C: Provide for a safe, secure and effective college environment</p>	<p>Chuuk Campus 3C. Need for security guards.</p> <p>Kosrae Campus: Renewing three positions for security guard for the new school year.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> ● 5 security guards provide 24/7 security services on campus. 4 are full time and 1 part time. All are on special contracts. <p>FMI Campus There are 5 security guard positions with 3 being occupied providing 24/7 security services all around the campus. One of these positions is on advertisement.</p>	<p>Chuuk Campus 3C. Chuuk Campus is located in town and we are susceptible to many things as crimes and accidents. There is a need for more security guards to man the place to be secure and safe for our students.</p>
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Strategic goal 4: Foster effective communication

Objectives	Accomplishments	Comments/additional detail
<p>4A: Enhance communications pathways</p>	<p>Chuuk Campus At least one faculty member serves on one of the college-wide standing committees.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> ● Faculty and staff are now members of all standing committees for the college including the Faculty/Staff Senate. Members have been trying hard to attend all scheduled meetings but encountered technical difficulties when meetings were held via VoIP. With all meetings now to be conducted via landline, participation from members at Yap Campus has been very good. A room for such meetings has been set aside with a teleconference phone, VoIP, laptop for illuminate live. <p>FMI Campus While we could witness some relief in information sharing for the college in having staff and faculty becoming members of the committees for the college, the only enhanced system of communication available could not cope with the needs and requirements of the system.</p>	<p>Chuuk Campus Time conflict is a major problem. Most of the members of the committees are from the national campus. They can have a quorum without our member. With time conflict, the meeting can still takes place without our representative, our problems, our concerns, our needs, our views, and our inputs.</p>
<p>4B: Provide communications infrastructure to support communication pathways</p>	<p>Chuuk Campus We have some outdated computers with which we tried unsuccessfully to participate in the meetings of the committees which we serve on.</p>	<p>Chuuk Campus Often VOIP does not work, and we don't have the software for illuminate. Again, even if we cannot connect, the meeting can still commence with the quorum from the National and Pohnpei state campuses.</p>
<p>4C: Enhance the college community's ability to communicate effectively</p>	<p>Chuuk Campus We communicate with the superiors at the Palikir Campus almost everyday. Although we don't always receive any response, there are a few who are very considerate and they reply.</p> <p>Kosrae Campus: In a presentation to the CFSM Kosrae Delegates, the state of communication infrastructure at KC and the State of Kosrae was reported and discussed.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> ● Lore Nena visited the campus to share information on Education USA Center. ● At the end of the President's Retreat, information and data and new procedures were shared with all campus faculty and staff. 	<p>Chuuk Campus Communication is a two way process. It won't work if one side is always communicating while the other either ignores, or don't have time for a reply. There is a need for, at least, an acknowledgement of the receipt.</p>

	<ul style="list-style-type: none"> • HRO Director has visited Yap Campus to share information about HR issues, new policies, and salary schedule. Training has also been provided to the campus Administrative Assistant. • Student Services Team, headed by Acting VPSS Jeff Arnold, visited Yap Campus to share the work plan of the department and to discuss changes mandated by the new organizational structure. <p><u>DCR</u></p> <ul style="list-style-type: none"> • Enhance the College community's ability to communicate effectively through the writing and dissemination of press releases, newsletters, updating of the social networking sites and the shipping and distribution of the 2011-2013 edition of the General Catalog. 	<p><u>DCR</u> News Releases: http://www.comfsm.fm/news/releases/</p> <p>Social networking sites and blogs</p> <ul style="list-style-type: none"> • Facebook: College of Micronesia Alumni (http://www.facebook.com/groups/comfsm?ref=ts) • Facebook: College of Micronesia - FSM (OFFICIAL) (http://www.facebook.com/pages/College-of-Micronesia-FSM-OFFICIAL/140074256019565?ref=ts) • Twitter • Blogger: http://com-fsm.blogspot.com/ <p>COM-FSM Sharks Newsletter</p> <ul style="list-style-type: none"> • Volume 4 Issue 5 http://www.comfsm.fm/dcr/newsletter/Volume4Issue5.pdf • Volume 4 Issue 6 http://www.comfsm.fm/dcr/newsletter/Volume4Issue6.pdf <p>General Catalog http://www.comfsm.fm/publications/index.html)</p>
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Strategic goal 5: Invest in sufficient, qualified, and effective human resources

Objectives	Accomplishments	Comments/additional detail
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5A: Provide on-going professional development of faculty and staff

Chuuk Campus

5A. Two math instructors are still continuing with online masters and doctoral studies with UH Manoa and PREL. Library Assistant starting masters program online.

Pohnpei Campus:

The following Campus personnel continued to further their education by attending Fall Semester 2011: Benjamin Akkin, Augustine Augustine, Leyolany Anson, Albert Amson, Salba Silbanuz, Cooper Etse, and Yoneko Kanichy.

Computer Instructor Phyllis Silbanuz and Acting CD Dison participated in a teleconference regarding distant education with Mr. Bob Hogan, Ms. Monica Rivera, DVCCE Grilly Jack and representative from Chuuk Campus.

College of Micronesia-FSM Board of Regents meeting was held at National Campus Practice Gym from September 7-9, 2011. Acting CD Joseph and his key staff represented Pohnpei Campus in those three days events.

Kosrae Campus:

- Renton continued his study at Walden University.
- UB Director, Morgan Jonas attended COE meeting in Washington, D.C.
- Kenye Killin, CRE Coordinator completed an intensive food processing workshop in Palau.

Yap Campus:

- UB Director and Campus Director attended COE Conference in DC to gain information regarding the UB Competitive Grant application.
- Maintenance Supervisor also attended a 1 week maintenance meeting in Pohnpei in September.

IRPO

- The main focus of the data analysis and report writing workshop was to equip participants with basic skills in data analysis and interpretation as well as basic skills in excel 2007 to assist in developing the census report for the 2010 population census. The census report is still in

Chuuk Campus

5A: Danilo Mamangon and Miuty Nokar continue with their online courses with UHManoa and Jayleen Kokis just began her online masters in library science with Univ of North Texas.

working progress and would be available soon to be published.

- Google Docs training with CRE Staff by Francis(Admin. Specialist) on July 13.
- Google Docs training held at Business division Lab with Student Services and other Pohnpei campus staff by William and Francis on July 22.

IRPO

- Google docs training provided to Vice Presidents, secretarial staff and President’s assistants (~ 10+ participants) on July 6 on developing quarterly reports.
- Google Docs training with CRE Staff by Francis(Admin. Specialist) on July 13.
- Google Docs training held at Business division Lab with Student Services and other Pohnpei campus staff by William and Francis on July 22.

IRPO

- IRPO had training on Intuitive thinking, a presentation on “The Marvel and the flaws of Intuitive thinking by Daniel Kahneman.
- Raleigh Welly assisted Francis Alex with the google docs training for Student Services department on Monday (September 22, 2011).

IRPO

Presented to cabinet recommendations for executive summary ½ page President (Institutional), 1/3 page Instruction, ¼ page administration, student services and CRE on July 5. NOTE” Only CRE submitted items for inclusion in a summary.

IRPO

- TRIO program meeting with Interim President resulted in securing of indirect cost for funding of consultants to review grant proposals for the TRIO

programs.

- HRO director explained the recommendations for the new org. chart. IRPO reviews TAs, Special Contracts for President's Action.

<p>5B: Recruit and retain qualified personnel to allow delivery of quality services</p>	<p>Chuuk Campus An Ad Hoc Committee already screened and submitted a recommendation for a Social Science Instructor.</p> <p>Pohnpei Campus: CRE Researcher Amy Eisenberg employment contract with the college was terminated on July 21st.</p> <p>Bollie L. Taulung filled the GEAR UP Administrative Specialist position on August 8th and Sean Poll filled the IT Technician position on August 17th.</p> <p>Contracts for Security and custodians were renewed for another year (Oct. 1, 2011 - Sept. 30, 2012). Contract for one custodian, Mr. Robert Mark was not renewed.</p> <p>James Beti was hired in September on special contract to fill in the vacant utility worker position.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> • Vacant positions are: English Instructor, Education Instructor, Instructional Coordinator, Account Clerk • 2 instructors submitted letters of resignation and will depart the campus at the end of this fall semester. 	<p>Chuuk Campus Although the recommendation was submitted to the HR Director, we have not received word from the HR Director on the status of this recruit. The need is there as evidence by the number of over-enrolled Social Science classes.</p>
<p>5C: Update personnel policies and procedures to meet on-going human resources needs</p>	<p>Pohnpei Campus: Four PC personnel enrolled/made changes to their Retirement Plan. They are Augustine Augustine, Ben Akkin, Rensleen Joel, and Lusila Robert.</p> <p>Changes made to the health insurance plan (MiCare) are Cooper Etse, Leyolany Anson, and Phyllis Silbanuz.</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>[DEVELOPMENT & COMMUNITY RELATIONS] July - September 2011</p> <table border="1" data-bbox="562 1276 1377 1502"> <thead> <tr> <th>Committee</th> <th>Annual Target</th> <th>4th Qtr</th> <th>%</th> <th>Year to Date</th> </tr> </thead> <tbody> <tr> <td>International</td> <td>7,250.00</td> <td>0</td> <td>272</td> <td>19,701.06</td> </tr> <tr> <td>Government</td> <td>7,250.00</td> <td>0</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Committee	Annual Target	4th Qtr	%	Year to Date	International	7,250.00	0	272	19,701.06	Government	7,250.00	0	0	0	<p>[DEVELOPMENT & COMMUNITY RELATIONS]</p> <table border="1" data-bbox="1423 1243 1915 1515"> <thead> <tr> <th>Received from</th> <th>Amount</th> <th>Payment for</th> </tr> </thead> <tbody> <tr> <td>Employee Contributions</td> <td>\$1,570.5</td> <td>Bi-Weekly Deductions</td> </tr> <tr> <td>COM-FSM Pohnpei Campus</td> <td>\$181.6</td> <td>Fundraising</td> </tr> <tr> <td>Simion Hickson</td> <td>\$50.0</td> <td>% of Sale on Campus</td> </tr> <tr> <td>COM-FSM</td> <td>\$159.4</td> <td>Fundraising</td> </tr> </tbody> </table>	Received from	Amount	Payment for	Employee Contributions	\$1,570.5	Bi-Weekly Deductions	COM-FSM Pohnpei Campus	\$181.6	Fundraising	Simion Hickson	\$50.0	% of Sale on Campus	COM-FSM	\$159.4	Fundraising
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Alumni	7,250.00	0	0	0
Kosrae	5,500.00	0	25	1,369.50
Pohnpei	10,000.00	341	28	2,826.65
National	47,250.00	1,611.00	15	7,105.90
Chuuk	10,000.00	0	7	678.50
Yap	2,750.00	2,500	106	2,907
FSM-FMI	2,750.00	0	4	110

Note: The employees contribution for the quarter is not included in the amount for each campus because Business Office discontinued providing this information.

Chuuk Campus

6A. Termination of Mid Town Building rental.
6A1. Selling of old chairs for Endowment fund purposes.

Pohnpei Campus		
COM-FSM Upward Bound-Yap	\$2,500.0	Summer Banguet
Herbert Gallen	\$50.0	Sept. 2011 Sale
Total:	\$2,941.0	

Chuuk Campus

6A. COM-FSM Chuuk Campus has terminated contract with Mid Town building owner Alex Elias. All belongings have been cleared out of the building the past weekends.

6A1. Part of the clearing and moving out, were 200 old classroom chairs. They are being sold and proceeds will go to the Endowment Fund.

6B: Diversify resources of the College

N/A

6C: Budgeting and resource allocation

Pohnpei Campus:
PSBDC submitted request for their 4th Quarter Allotment on July 17th and the allotment was received on September 23rd from Pohnpei State Finance.
Kosrae Campus:
Realloted FY2012 budget by departments and divisions.
Yap Campus:

	<ul style="list-style-type: none"> submitted to VP's and national campus directors their respective budgets for the campus units <p>IRPO</p> <ul style="list-style-type: none"> Administrative framework for budget 2012 revision provided to VPAS on June 29. Provided copy of June 23, 2011 letter from OIA on preliminary findings of the OIA/FSM consultation meetings to Interim President and Vice Presidents on 7/13/2011. (received copy of letter from Burnis at NDOE). <p>IRPO</p> <p>Budget guidelines approved by Planning and Resources Committee on 8/11/11 with modification. Approved by cabinet 8/16/11 for inclusion in BOR action items for September 2011 meeting along with action directive. Action directive addresses proposed JEMCO action to reduce ESG grant for the college by \$2.8 million over 4 years. Even with potential reductions, college must still meet all accreditation concerns. Budget Guidelines 2013 were adopted by the BOR on September 9, 2011.</p> <p>IRPO</p> <ul style="list-style-type: none"> Replenishing the Supplies Account to close other accounts to purchase office supplies 8/30/2011 Reprogramming for housing and health insurance coverage routed 7/11/11 	
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	N/A	
6E: Managing and administration of fiscal resources.	Kosrae Campus: CD office's budget is now moved under the office of President as dictated by the new organization structure of the college.	
6G: College meets annual	Kosrae Campus: KC fundraising activities netted \$3,610.17 for the calendar	

endowment targets.	year. Another fundraising plan is in progress.	
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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>Chuuk Campus 7A. Health Awareness programs for students.</p> <p>Pohnpei Campus: PSBDC Coordinator attended the following meetings: * 7/01-met with FSM R&D (Agriculture); 7/05-Pohnpei Farmers; 8/24-Household Integrated Farm (HIF) project consultation meeting with clients/farmers, SBG Board Members, Import/Export Business Owners, Agriculture Staff, CES Land Grant, FSM R&D, and FSMDB.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> ● Attended the Yap Scholarship Council meeting to organize itself. JEMCO has cut the scholarship funds for each state and has effect new requirement - scholarship funds will not be used toward remedial courses. ● Attended the Peace Corp meeting with school principals regarding new requirement for volunteers. Peace Corp Office is requiring projects that are long range and sustainable. Yap Campus will work with Yap High School to submit a joint project request for both campuses. ● UB concluded its summer institute with 25 graduates and a banquet to which yap campus staff catered to raise funds for the college endowment fund (\$2,500). Parents of UB also assisted by providing local food. A camp out followed the banquet. ● UB is now recruiting freshmen at Yap High School to replace last year's graduates. This program is very popular among YHS students and their parents. 	<p>Chuuk Campus 7A. College Nurse has been active in bringing in health services people to talk to students on certain issues and diseases affecting Chuukese.</p>
<p>7B: Enhance and promote employment opportunities</p>	<p>Chuuk Campus 7B. Employment opportunities have been announced for English instructor, maintenance supervisor, and others.</p> <p>Yap Campus:</p> <ul style="list-style-type: none"> ● Recommendations have been forwarded to President for the positions of English and Education Instructor positions. ● IC position is being readvertised due to lack of applicants with complete application packages. 	<p>Chuuk Campus 7B. Human Resource has announced vacant positions for Chuuk Campus and have delivered announcements around public areas for viewing.</p>

<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<ul style="list-style-type: none"> Account Clerk position is being advertised. <p>Pohnpei Campus: <u>GEAR UP Summer School:</u> GEAR UP team has prepared for the Summer Camp, launched on June 6th and completed it July 14th. This year, GEAR UP Summer Campus was engineering and technology oriented. GEAR UP invited engineer-speakers to raise awareness on post-secondary education options and to motivate students to study more. GEAR UP organized several field trips, including a trip to Nanpohnmal Power Plant and COM-FSM Pohnpei Campus, to serve the aforementioned goal. The camp focused on strengthening of math and physics background and English vocabulary building in the field. GEAR UP conducted surveys to identify counseling/workshop/educational and other students' needs, which would serve at a later stage of the project. GEAR UP team extended group counseling and identifying students at risk for further counseling sessions. During GEAR UP Summer Camp there were and will be some presentations on education crosscutting issues such as HIV/AIDS and health diet.</p> <p><u>GEAR UP Conference:</u> GEAR UP team and 2 GEAR UP site coordinators from Sekere and Nett Elementary Schools travelled to San Francisco for GEAR Up Annual Conference. GEAR UP Annual Conference was very good learning experience for all GEAR UP participants. The topics that provided valuable input include: securing and documenting the "match"; parental involvement; community involvement; evaluation of students learning outcomes, and others. The experiences that were shared will improve GEAR UP Pohnpei grant quality and management. Each participant will apply this learning experience to their core areas. For details, please see GEAR UP participants' individual reports on the conference.</p> <p><u>Preparation for the Upcoming School Year:</u> GEAR UP conducted its teacher training August 1-3, 2011. The training discussed teaching strategies and techniques for science, math, and English. The Language Art and Science Specialist from Pohnpei State DOE trained teachers in following the standards and benchmarks set by DOE. The College Instructor Cindy Pastor trained teachers in teaching English. The training also provided a format to discuss GEAR UP program activities and expectations for the coming school year. GEAR UP prepared for the coming school year and in this regard; developed curriculum for GEAR UP after-school program that starts August 29; conducted GEAR UP parents meetings to discuss the program and importance of parental</p>	
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involvement into child's education; work on Individual Educational Plans; arranged the logistical aspects to ensure smooth launch of after-school activities.

After School Program:

GEAR UP started its 2-hour after-school program Monday through Friday on August 29, 2011. The after-school program includes instruction and tutoring in core areas (English, Math, and Science) and enrichment clubs such as study skills, homework, and others. The curriculum is prepared by GEAR UP. The after-school program will be conducted until the end of May, except Christmas and Easter breaks. It is expected that additional instruction and tutoring will improve student academic achievements and enable them to pass the high school entrance test and enter PICS.

Article at Kaselehlie Press:

GEAR UP has published an article on GEAR UP on Kaselehlie Press, as part of its community awareness and advocacy activities. It is expected that higher community awareness on the program, will result in stronger support of the program across the different communities that GEAR UP serves.

PICS Practice Test:

Throughout first two weeks of September, GEAR UP conducted PICS practice test. Currently GEAR UP reviews the results and will address student weakness areas through its after-school program. The curriculum of the second quarter will address individual student needs.

Development Board/Advisory Group:

GEAR UP is a partnership program that requires matching (100% for year 1 and 50% for year 2 and 3). To achieve "matching", GEAR UP has developed the idea of having a body that would be in charge of fundraising; community involvement; business support and would provide human power and, thus, help GEAR UP team to secure the "match" and to advance the GEAR UP program. The GEAR UP schools have elected its own Community Development Board members who would meet at school once a month to discuss GEAR UP matters and look for "matching" solutions. The Development Boards of all schools together with GEAR UP partners and important stakeholders from the community and business will meet on a quarterly basis to review GEAR UP progress. The first meeting is planned for November. One of the successes of having community involved is community provided refreshments for GEAR UP after-school

program.

Upward Bound program conducted the Summer Residential Program at PICS from June 14 - July 25, 2011.

Summer Bridge Program for 31 UB seniors at both Pohnpei and National Campus for six weeks. Everybody successfully completed all the courses.

UB Program Banquet takes place on July 17th to recognize and honor UB Senior achievements.

Grant Notification for Program year 2011-2012 was received on August 8, 2011 to extend the operation of the UB Program for one year ending August 30, 2012.

Stephanie Edward's contract was extended for another two months to help out the academic year 2011-2012.

The month of September was busy with the recruitment of new sophomore in the UB program. As a result 34 new sophomores were recruited through thorough screening process.

Program Director Diaz Joseph and Administrative Assistant attended the 30th Council for Opportunity in Education in Washington, D.C. from September 25-29, 2011.

The Campus hosted a PCTI Certificate Ceremony at the Student Services Food Court on July 27th. The ceremony was to celebrate the success of 54 Pohnpei State employees who attended Computer Application workshop in Basic Computer and Database (ACCESS).

Kosrae Campus:

- UB program successfully concluded its summer program. Exchange students and staff joined the Kosrae group on a banquet to celebrate summer accomplishments and recognizing the graduates.
- An application for 2011 GEAR UP competition fell short of the required points for funding.

Yap Campus:

- New program (AFT) is slowly getting off the ground at this campus. We still need to advertise and promote the program among students and the general population to get more students interested in this field.
- Teacher training is continuing every semester although there

	<p>are now few DOE teachers without an associate degree. The greater need now at DOE is for teachers to work toward 3rd year certificate and bachelor's degree.</p> <ul style="list-style-type: none"> Health Assistant program is still continuing this semester as well as the Trial Counselor program. 	
7D: Provide Cooperative Extension Services to the community	<p>Pohnpei Campus: PSBDC Coordinator met with the following: 7/19-Pohnpei Chamber of Commerce; 7/29-PVB Board of Directors re: budget; 8/3-PVB Board meeting; 9/20-22-FSMACC Conference; 9/23-PVB Board of Directors along with the women group re: Guam Micronesian Fair.</p> <p>Kosrae Campus: CRE actively involved in planning and implementation of 2011 Kosrae State Fair; CD attended the fair.</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. CTOP and CRE/Land Grant assist students from Oxford with survey. 8A1. CTOP and CRE collaborating on short term training programs</p> <p>Pohnpei Campus: Pohnpei Campus Facility Use committee continued to accommodate students' and teh communities' requests to utilize the facilities, and the Vocational front area for their sporting events, fundraising, and car wash activites.</p>	<p>Chuuk Campus 8A. Roger Arnold and Elfriede Suda met with two students from Oxford doing research for small business loans viability in the FSM islands and have established connection and collaboration if such project be implemented. 8A1. Roger and Elfriede are closely working together on doing short term training for women interested in small business without formal education. The first cohort of 10-15 women completed the training.</p>
8B: Cultivate respect for individual differences, and champion diversity	N/A	

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>Chuuk Campus 9A. Rep from Chuuk on standing committee created for WASC</p> <p>IRPO</p>	<p>Chuuk Campus 9A. Per instruction from National Campus, a rep from Chuuk Campus was nominated to ALO for participation on the standing</p>

	<p>Responsibility for coordination of assessment committee review of assessment plans and reports has been transferred to a newly restructured curriculum and assessment committee and is no longer the responsibility of IRPO.</p> <ul style="list-style-type: none"> ● Assessment Report Drafted by Francis and William 9/26/11 ● Communication plan assessment drafted and provided to cabinet during July 5 meeting. The plan was updated July 7 to include a survey of VOIP as part of the overall assessment. 	<p>committees. 1st meeting has been established.</p>
<p>9B: Integrate planning, evaluation and resource allocation for continuous improvement</p>	<p>Chuuk Campus 9B. Rep from Chuuk on committee</p> <p>Kosrae Campus: Participated in the President's Retreat, the CD joined other campus directors to work on our plan of work. It is in place and ready for use.</p> <p>IRPO</p> <ul style="list-style-type: none"> ● Webinar "Prioritizing Academic Programs and Services" was reviewed by 20+ Administration & Student Services staff on Thursday, June 30. Acting VPIA with IRPO assistance also presented the webinar to approximately 40 national and Pohnpei campus faculty on Friday, August 5, 2011. ● Based on a presentation on "Prioritizing Academic Programs and Services" by VPIA and DVCCE at the President's Retreat 2011 on August 24, 2011 a prioritization exercise ranked the following criteria as most important for the college to use in prioritizing its programs and services: 1) quality of outcomes, 2) Impact, justification and overall essentially of program, 3) Revenue and other resources generated by the program, 4) external demand by for the program, 5) quality of program inputs and resources. <p>IRPO</p>	<p>Chuuk Campus 9B. Meeting for the committee has been established and done.</p>

- Administrative framework for budget 2012 revision provided to VPAS on June 29.
- Provided copy of June 23, 2011 letter from OIA on preliminary findings of the OIA/FSM consultation meetings to Interim President and Vice Presidents on 7/13/2011. (received copy of letter from Burnis at NDOE).

IRPO

Budget guidelines approved by Planning and Resources Committee on 8/11/11 with modification. Approved by cabinet 8/16/11 for inclusion in BOR action items for September 2011 meeting along with action directive. Action directive addresses proposed JEMCO action to reduce ESG grant for the college by \$2.8 million over 4 years. Even with potential reductions, college must still meet all accreditation concerns. Budget Guidelines 2013 were adopted by the BOR on September 9, 2011.

IRPO

- Reported current planning for President's retreat 2011 to cabinet on July 5, 2011.
- All TAs for off island participants signed by IRPO 8/11/11.
- PO for all items except for Reception and lunches prepared & signed by IRPO 8/11/11.
- Email on pre-retreat preparation (questions & documents) by participants distributed to Planning & Resources Committee 8/11/11 and briefly discussed at committee meeting.
- Retreat was held from August 24 - 26, 2011 with 140+ participants. All materials are posted on the college web site.
- Report of the Retreat was provided to the BOR on September 8, 2011 and copies were mailed to all invited external stakeholders on September 13, 2011. A follow up discussion will be held with cabinet on September 20, 2011 with implementation planning.

	<p>IRPO</p> <ul style="list-style-type: none"> ● Work plan submitted to Interim President in word and work planning forms June 29. ● Assistance to VPAS provided on work planning 1st week of July. ● Provided overview of work planning to faculty/staff in conjunction with President’s review of accreditation on July 8 at MITC ● Formal review conducted by IRPO staff on 8/3/11 	
<p>9C: Increase research and data driven decision making</p>	<p>IRPO</p> <ul style="list-style-type: none"> ● Research Agenda for Fall 2011: Communication Status and Potential Study (communication plan evaluation, governance impact on communications, communication protocols plus attitudes and values) ● Passed out and collected Student Registration Survey Fall 2011 on August 9. <p>IRPO</p> <p>The college fact book for Academic Year 2009/10 was placed on the college web site July 2011. A distribution plan for key stakeholders was approved by Interim President and assignment for hand delivery made (July 7) for delivery to national and state leaders.</p> <ul style="list-style-type: none"> ● Copies delivered to Interim President, VPAS, & VPSS 7/11; Mailed to state campuses 7/11. ● Delivered (Raleigh & I) and discussed fact book with Vice President Alik at FSM on 7/12/11M; SNDOE Shoniber on 7/13/1 ● Presented fact book to FACSSO at BCR 7/14/11 <p>IRPO</p> <p>Initial enrollment summary for summer 2011 posted on IRPO web site in July 2011 and replaced with the comprehensive data file for summer 2011 on August 22, 2011. Reference to present</p>	

of data files on the IRPO web site was made both in planning for the President's Retreat 2011 and during the retreat.

IRPO

Fall 2011 initial data posted on IRPO web site August 2011 and updated September 2011. Emailed to Cabinet and Presented to BOR in September 2011.

IRPO

- JEMCO indicators/completed 7/13/2011 and sent to Weison Weital @ NDOE.
- Report on COMET 2011 special administration provided to Interim President (7/14/11) for presentation to FACSSO meeting.
- Course Completion Rates for Pohnpei Campus sent to Debra Weilbacher @ PC 7/28/11
- Contact Information on Pohnpei Campus Graduates sent to Gardner Edgar @ PC 8/1/11
- Public Health and HCOP completion rates
- Benina's Survey tabulation request
- Gordon's Satisfaction survey request
- Juan's Gradlist 2002-2004 request
- Jasmine's HCOP 2008-2011 enrollment, gradrates, and withdrawals....9/16/11
- Jim Currie's data AFT and AG Enrollment 2010-2011 request
- Eugene Edmund's Fringe Benefit formula request for 2013 budget
- Patrick Werthog National Yapese student list request

IRPO

Emailed tables to PPEC executive director with recommendations (7/12/11)
Revised tables and place in Google docs - shared with Executive director 7/13/11.

IRPO

Created and uploaded the President's Office 4th quarterly report template on the Google docs, Oct. 4, 2011

- 2011 3rd quarter report submitted to the FSM President's Office and SBOC Office on August 1st.
- Inputted IRPO 3rd quarter report into President's template 7/15/11
- Uploaded Quarterly report templates by department on Google Docs for review on July 8
 - Sent/Shared Quarterly report templates to VP's and Secretaries on July 11.
 - Follow up with secretaries on google docs status - the google docs is working perfectly.

IRPO

- Google docs training provided to Vice Presidents, secretarial staff and President's assistants (~ 10+ participants) on July 6 on developing quarterly reports.
- IRPO had training on Intuitive thinking, a presentation on "The Marvel and the flaws of Intuitive thinking by Daniel Kahneman.
- Raleigh Welly assisted Francis Alex with the google docs training for Student Services department on Monday (September 22, 2011).
- Google Docs training with CRE Staff by Francis(Admin. Specialist) on July 13.
- Google Docs training held at Business division Lab with Student Services and other Pohnpei campus staff by William and Francis on July 22.

IRPO

Presented to cabinet recommendations for executive summary ½ page President (Institutional), 1/3 page Instruction, ¼ page administration, student services and CRE on July 5. NOTE" Only CRE submitted items for inclusion in a summary.

IRPO

- TRIO program meeting with Interim President resulted in securing of indirect cost for funding of consultants to review grant proposals for the TRIO programs.

	<ul style="list-style-type: none"> • HRO director explained the recommendations for the new org. chart. IRPO reviews TAs, Special Contracts for President's Action. <p>IRPO</p> <ul style="list-style-type: none"> • Wehnui Award for Education Innovation 2011 was not submitted by the college to UNESCO Bangkok. • Kosrae GEAR UP grant submitted to grants.gov <p>IRPO</p> <ul style="list-style-type: none"> • Received email confirmation from grants.gov that the Kosrae GEAR UP grant application has been recieved and validated. • Received Education Talent's Search Grant Award Notification from ETSP director. <p>-Review and recommendations drafted 8/3/11. Francis to dicuss with IT (web master)</p> <p><i>Additional: standardize contents of semester data files and reports (jh): Drafted7/1/2011 by Mr. Jimmy Hicks IRPO Director</i></p>	<p>IT(Shaun and Jeffrey) are restructuring the IRPO website. Still need some data files from IRPO to finish.</p>
<p>9D: Develop an integrated data system</p>	<p>FMI Campus FMI is still on the SPC data base system called the Neptune and the student services people are still updating the course outlines so as to fit the College wide SIS data base system.</p>	
<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>Pohnpei Campus: PSBDC completed the following counseling services: 6-July, 18-August, 8-September. PSBDC completed three (3) business plans. 2-July and 1-August.</p> <p>Kosrae Campus: There are representatives from Kosrae to the nine standing committees of the college. The committee members and rest of KC college community was empowered during a visit of the accreditation liaison officer.</p>	

	<p>Yap Campus:</p> <ul style="list-style-type: none">• all standing committees have representatives from our campus, both staff and faculty. Attendance at meetings have improved now with the use of land line / teleconference instead of VoIP. Admin Assistant is reminding members of their meetings dates and times and assists in setting up conference phone.	
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