

College of Micronesia – FSM - Performance reporting form

Department/Division:	College of Micronesia - FSM	Period:	1 <sup>st</sup> Quarter 2007
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Fiscal Information

Strategic Goals	1 <sup>st</sup> Quarter 2007
Goal 1	\$960,299
Goal 2	\$257,544
Goal 3	\$470,671
Goal 4	\$59,474
Goal 5	\$387,638
Goal 6	\$177,300
Goal 7	\$7,800
Goal 8	\$64,243
Goal 9	\$45,092
<b>Total</b>	<b>\$4,813,565</b>

**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	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• 97 students completed their AA/AS/AAS degrees programs at end of Fall 06 semester and graduated                             <ul style="list-style-type: none"> <li>○ Accounting AS 2</li> <li>○ Building Technology AAS 5</li> <li>○ Business Administration AS 7</li> <li>○ Computer Information System AS 16</li> <li>○ Early Childhood Education AS 4</li> <li>○ General Business 3<sup>rd</sup> Yr. COA 1</li> <li>○ Hotel &amp; Rest. Management AS 5</li> <li>○ Liberal Arts AA 18</li> </ul> </li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>○ Liberal Arts/Education      AA            3</li> <li>○ Liberal Arts/HCOP            AS            9</li> <li>○ Liberal Arts/Media Studies   AA            1</li> <li>○ Marine Science                AS            1</li> <li>○ Micronesian Studies         AA            6</li> <li>○ Teacher Education-Elementary AS            2</li> <li>○ Teacher Preparation         AA            8</li> <li>○ Teacher Prep. - Elementary   3<sup>rd</sup> Yr. COA   7</li> <li>○ Telecommunication         AAS           2</li> <li>• # of graduates per type of degree program: <ul style="list-style-type: none"> <li>○ Associate of Science        46</li> <li>○ Associate of Arts            36</li> <li>○ Associate of Applied Science 7</li> <li>○ 3<sup>rd</sup> Year Cert. of Achievement 8</li> </ul> </li> <li>• Six revised/updated course outlines approved by curriculum committee.</li> <li>• Three new courses approved by curriculum committee</li> <li>• 50 new materials purchased for LRC collection in support of curricular programs in Oct 1-Dec 31 period</li> <li>• 2,499 materials cataloged and added to LRC collection in Oct 1-Dec 31 period</li> <li>• Librarian volunteer from Australia provided 2 months technical assistance to Kosrae Library accomplishments- <ul style="list-style-type: none"> <li>• Electronic cataloging program reinstalled and activated</li> <li>• 936 materials were cataloged into electronic records</li> <li>• 3 library staff provided training in cataloging</li> <li>• A collection development plan was outlined.</li> <li>• LRC director conducts monitoring visits at Chuuk, Yap, and FMI libraries</li> </ul> </li> <li><b>[Research &amp; Planning]</b> <ul style="list-style-type: none"> <li>• IRPO has been active in advancing the concept of a learning centered college through its presentations and working activities for the implementation of the strategic plan and institutional assessment plan development through information dissemination and discussions/examples of learning centered behavior.</li> </ul> </li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• Faculty and staff participate in staff development day at the beginning of the semester.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• A total of 41 courses were offered for Fall 2006. 2 courses were cancelled due to low enrollment.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• All 16 instructors (full time and part time) meet at the minimum qualifications and have been certified to teach COM-FSM courses.</li> <li>• Updated course outlines for every class were followed by all instructors with emphasis on student learning outcomes; syllabi are made available to all students at start of semester.</li> <li>• 2 workshops were done in Fall 2006 for instructors to share good and effective teaching methods.</li> <li>• 1 assessment workshop was done with faculty and staff.</li> <li>• All classrooms, labs, LRC are fully equipped with all necessary supplies and materials.</li> <li>• Tutoring sessions and seminars (5 hours per day) are made available to students to assist them with their class work.</li> <li>• All 16 instructors are evaluated by the IC, Division Chairs, and students. Results are shared with the individual instructor.</li> </ul>	
<p>1B: Make developmental courses an institutional priority</p>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• 5 instructional administrators and 5 faculties became members of National Association of Developmental Education.</li> <li>• Ad hoc committee identified three software programs to place, monitor, and track developmental student progress in math, English writing, and reading</li> <li>• Copies of Gates McGinite Reading test ordered for all campuses to be used Spring 07 to test reading level of students.</li> <li>• Scoring rubrics for 6 English writing classes were developed</li> <li>• Course outlines for all developmental reading, writing and math courses duplicated and distributed to all FSM high schools</li> </ul>	<ul style="list-style-type: none"> <li>• Institutional membership provides copies of newsletters, journals and web resources related to developmental education</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Ensured developmental education received priority in resource allocation during the FY 2008 budget preparation process. <ul style="list-style-type: none"> <li>○ Extra funding was provided for: new ESL and Math faculty; faculty training; materials; and general support.</li> </ul> </li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• A total of 12 developmental courses were offered for Fall 2006 term at Kosrae campus.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• 16 developmental courses in English / ESL, Math, Science, and Social Science are offered during Fall semester.</li> </ul>	
<p>1C: Enhance faculty involvement in the college</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Development and approval of Governance Policy that clearly showed the involvement of faculty in the decision making process at the College.</li> <li>• Continue to have open dialogue among faculty, staff, and administration.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 2 Personnel Ad hoc committees for 1 math and 1 English instructor positions were composed of 6 instructors and 1 IC</li> <li>• Implemented Shared Governance Policy by formulating a curriculum committee for PC composed of 5 division chairs, 1 IC &amp; 1 LRC staff.</li> <li>• PBDC staff (Craig Herigon, PCV) conducted Microsoft Outlook</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 8 full-time instructional faculty &amp; IC participated in an on-site IRPO facilitated Strategic Planning workshop.</li> <li>• 7 full-time instructional faculty &amp; IC assisted Student Services with Fall 2006 Orientation, Registration &amp; Student Advisement</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• 2 faculty meetings were held during Faculty Workshop week.</li> <li>• IC and 1 Agriculture instructor participated in a program revision meeting at the National Campus to discuss improvement of Agriculture and Marine Science Program.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• All 4 full time faculty are involved in monthly faculty meeting, participates in Ad Hoc committees (hiring), fund raising events, island wide basketball league (students, faculty, &amp; staff), tutoring sessions, seminars, and workshops.</li> <li>• All proposed policies &amp; issues are shared with all faculties for their review and feedback.</li> <li>• All full time faculties are advisors to students.</li> <li>• Full time faculties are involved in planning of each semester in relation to courses to be offered and their schedules.</li> <li>• Faculties coordinate with LRC on resource materials for their classes and programs.</li> </ul>	

**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><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Three administrators attend National Symposium for Student Retention and participated 10-12 sessions each on the principles and best practices for successful student retention.</li> <li>• Over 600 National campus students were advised and completed course selection process in Fall semester in preparation for Spring 07</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• Administered the COMET to approximately 500 state campus certificate students and ECE teachers</li> <li>• Conducted 5 admissions board meetings to address subjects such as enrollment, recruitment, COMET and its future, retention</li> </ul>	<p>Total enrollment Fall 2006: 2,572</p> <ul style="list-style-type: none"> <li>• National: 887</li> <li>• Yap: 191</li> <li>• Chuuk: 544</li> <li>• Pohnpei: 676</li> <li>• Kosrae: 241</li> <li>• FMI: 33</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p>strategies, and other admission issues.</p> <ul style="list-style-type: none"> <li>• 2 policies were developed, approved and implemented: Policy on Unclassified Students and Admission Policy on 2<sup>nd</sup> Associate Degree.</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>• Coordinated Spring 2007 course selection for continuing students.</li> <li>• Processed 737 Spring 2007 course selection, 77 applications for readmission, and 14 applications for 3<sup>rd</sup> Year Certificate Program for National Campus</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 100 certificate students were identified to challenge the COMET for financial aid eligibility</li> <li>• 54 Students enrolled for the on-campus employment of students under the Federal and SEG Work-study programs</li> <li>• 71 students were awarded and benefited from the Pohnpei State Scholarship Program in monetary awards of \$100 each</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 meeting regarding recruitment strategies to increase students' enrollment.</li> <li>• 1 SSC attended student retention conference in New Mexico.</li> <li>• 1 planning/recruitment meeting conducted</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• A total of 191 students are enrolled during fall semester, <ul style="list-style-type: none"> <li>○ 98 females</li> <li>○ 93 males</li> <li>○ 157 freshmen</li> <li>○ 34 sophomores</li> </ul> </li> <li>• 109 are continuing students <ul style="list-style-type: none"> <li>○ 12 are returning</li> <li>○ 70 are new students</li> </ul> </li> <li>• 114 are in degree programs</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• 77 are in certificate programs</li> <li>• Yap Campus is only enrolling the number of students based on enrollment cap of 250 students per semester.</li> </ul>	
<p>2B: Become more student-centered in the development of specific college system policies and procedures</p>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Ensured student support services (tutoring) received priority in resource allocation during the FY 2008 budget preparation process. <ul style="list-style-type: none"> <li>○ Extra funding was provided for tutoring for each campus <ul style="list-style-type: none"> <li>▪ Chuuk: \$25,000</li> <li>▪ National: \$25,000</li> <li>▪ Pohnpei: \$25,000</li> <li>▪ Kosrae: \$10,000</li> <li>▪ Yap: \$10,000</li> </ul> </li> </ul> </li> <li>• Evaluated various administrative decisions for their “student-centeredness” (budget allocation, commuter service, etc).</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• 24 Members of the Phi Theta Honor Society got inducted into the society</li> <li>• Conducted 2 recruitment workshops for Phi Theta Kappa</li> <li>• VPSS attended a workshop on National Symposium on Student Retention along with VPIA and Kosrae SSC</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>• The OAR put up 4’ x 8’ visible board displaying the schedules of classes for Spring Semester 2007.</li> <li>• The OAR processed and distributed the following: <ul style="list-style-type: none"> <li>• 39 school certification for FSM Social Security.</li> <li>• Student histories to advisors for advising students for Spring 2007 course selection.</li> <li>• 253 transcript requests for month of October, November and December 2006.</li> <li>• Fall 2006 grade report card for all campuses.</li> </ul> </li> <li>• Prepared new files for new students.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Establishment of SBA 2006-07 Council</li> <li>• 18 Clubs registered with reps on SBA Council</li> <li>• 50 students participated and raised \$260.00 in Endowment and carwash fundraising</li> <li>• Over 200 students participated in the both Intra Mural Municipal League in Basketball and Volleyball</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• 10 Student Services staff participated in 3 workshops to train on the identified goal of student centeredness.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 26 Elementary Education students counseled and advised</li> <li>• New financial policy allowed 13 readmitted students to enroll.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• SBA Officers were elected and invited to participate in staff meetings held biweekly.</li> <li>• 1 student assembly is held at the beginning of fall semester.</li> <li>• Advisement of students is done throughout the semester. A listing of all students is posted with the names of their respective advisors.</li> <li>• Announcements and policies are posted in classrooms, lab, and student areas for public awareness.</li> <li>• 2 workshops are done during fall to better inform students about the procedures involved in financial aid, admissions &amp; records, and the various programs.</li> <li>• Public hearings on proposed tuition increase were held on campus for 2 days for students, parents, future college students, and the general public</li> </ul>	
<p>2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives,</p>	<p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 20 students were counseled on general academic and personal matters.</li> <li>• 202 students were tutored in the Student Support Center</li> </ul>	



Objectives	Accomplishments	Comments/additional detail
including civic-mindedness and self-value	<ul style="list-style-type: none"> <li>• 371 students were placed on Mid Term Deficiency</li> <li>• 21 students completed their associate programs</li> <li>• Conducted Workshops on Test Taking Tips: <ul style="list-style-type: none"> <li>November 30<sup>th</sup> : 18 participants</li> <li>December 1<sup>st</sup>: 11 participants</li> </ul> </li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• The schedule and course offering for Fall 2006 was developed based on students degree plan and academic progress and course selections by students.</li> <li>• 2 students completed teacher preparation degree programs in Fall 06.</li> </ul> <p><b>[FAO]</b></p> <ul style="list-style-type: none"> <li>• 1636 Pell recipients awarded a total of \$2,987,307.00 <ul style="list-style-type: none"> <li>○ 476 National Campus                    890,984.00</li> <li>○ 315 Chuuk Campus                        607,896.00</li> <li>○ 533 Pohnpei Campus                      980,035.00</li> <li>○ 163 Kosrae Campus                        247,316.00</li> <li>○ 149 Yap Campus                            261,376.00</li> </ul> </li> <li>• 557 students awarded a total of \$83,900.00 through SEG <ul style="list-style-type: none"> <li>○ 557 National Campus</li> </ul> </li> <li>• 357 students earned a total of \$46,109.00 through Work Study (SEG) <ul style="list-style-type: none"> <li>○ 265 National Campus                    60,399.50</li> <li>○ 71 Chuuk Campus                         7,568.750</li> <li>○ 43 Pohnpei Campus                      8,335.00</li> <li>○ 38 Kosrae Campus                        3,330.00</li> <li>○ 13 Yap Campus                            1,643.75</li> </ul> </li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>• Updated student IDP</li> <li>• Evaluated academic records of 95 students from National Campus, 12 from Pohnpei Campus, 2 from Kosrae and 5 from Chuuk Campus for Fall Semester 2006 graduation.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• Certified 96 students for Fall Semester 2006 graduation.</li> </ul> <p><b>[Counseling]</b></p> <ul style="list-style-type: none"> <li>• The Counseling assisted and provided the following at the National Campus: <ul style="list-style-type: none"> <li>○ Provided academic advising to 66 students.</li> <li>○ Assisted 28 students with financial aid appeals.</li> <li>○ Provided college/transfer information to 35 students.</li> <li>○ Assisted 71 students with clearance forms.</li> <li>○ Assisted 6 students with scholarship information.</li> </ul> </li> </ul> <p><b>[Recreation-National]</b></p> <ul style="list-style-type: none"> <li>• Intramural Awards were presented at the Softball Championship Games at the Spanish Wall Ball Field. Lunch was provided for everyone. About 200 people witnessed the games between the staff and students.</li> <li>• School Farwell and Christmas party, life band by two groups the dorm boys and the Primo Brothers. Lots of refreshment and entertainment. Approx number of participants was 130.</li> <li>• Pool Tournament Single, 20 participants for students and 16 participants for staff. Prizes for winners. 96 games played in both leagues.</li> <li>• Athletics Championship in the events of 100m and 200m only at the PICS track and field, 21 students participated 12 from PNI campus and 9 from National campus. Refreshments were provided.</li> <li>• College host high school basketball tournament over the break, 13 teams participated. 4 women's teams and 9 men's teams of different high schools in Pohnpei and Chuuk. Number of games played in this tournament was 68. Overall number of people witnessed these games are about 1,800.</li> </ul> <p><b>[Student Support Services Program]</b></p> <ul style="list-style-type: none"> <li>• 16 participants graduated <ul style="list-style-type: none"> <li>○ 1 already enrolled at UH Hilo for spring semester and this student was awarded the \$500 Timothy Jerry Scholarship.</li> </ul> </li> </ul>	

Objectives	Accomplishments	Comments/additional detail												
	<ul style="list-style-type: none"> <li>• 104 students participated in Micronesia Awareness Week               <ul style="list-style-type: none"> <li>○ 50 students participated in a field trip to the National Government to meet with Secretary of Finance and Administration and two key staff to learn about the role of this dept. and the responsibilities of staff. Students found this event to be worthwhile as they learned information they never knew and understand.</li> <li>○ Toward the end of the week, students, tutors and staff presented some cultural demonstrations such a fahfah making, basket/mat weaving, lei making, learning medicinal purposes of the noni tree from all the respective states including Kiribati (from staff member from Kiribati) and other traditional practices.</li> </ul> </li> <li>• 80 students participated in SSSP first Annual Banquet Award ceremony. Students who were placed on Honor roll, Dean's List, President's List, Honor Society members, other achievements were recognized.</li> <li>• The following services continue to be provided to student participants to promote student retention and graduation from the college:               <ul style="list-style-type: none"> <li>○ Tutorial,</li> <li>○ Mentoring,</li> <li>○ Advising,</li> <li>○ Counseling in Transfer,</li> <li>○ Financial Aid,</li> <li>○ Personal,</li> <li>○ Enrichment Activities such as Workshops in Money Management, Student Accounts, Test Anxiety.</li> </ul> </li> <li>• 104/65% SSS students were placed on the deficiency.               <ul style="list-style-type: none"> <li>○ 34 were freshmen</li> <li>○ 70 were sophomores</li> </ul> </li> </ul> <table border="1" data-bbox="541 1222 1100 1406"> <thead> <tr> <th data-bbox="541 1222 787 1312">Academic Support Services</th> <th data-bbox="787 1222 953 1312">No. Students Received Services (160)</th> <th data-bbox="953 1222 1100 1312">Percentages %</th> </tr> </thead> <tbody> <tr> <td data-bbox="541 1312 787 1344">Tutoring</td> <td data-bbox="787 1312 953 1344">113</td> <td data-bbox="953 1312 1100 1344">71</td> </tr> <tr> <td data-bbox="541 1344 787 1377">Mentoring</td> <td data-bbox="787 1344 953 1377">47</td> <td data-bbox="953 1344 1100 1377">30</td> </tr> <tr> <td data-bbox="541 1377 787 1406">Advising</td> <td data-bbox="787 1377 953 1406">124</td> <td data-bbox="953 1377 1100 1406">78</td> </tr> </tbody> </table>	Academic Support Services	No. Students Received Services (160)	Percentages %	Tutoring	113	71	Mentoring	47	30	Advising	124	78	
Academic Support Services	No. Students Received Services (160)	Percentages %												
Tutoring	113	71												
Mentoring	47	30												
Advising	124	78												

Objectives	Accomplishments			Comments/additional detail
	Counseling	22	14	
Computer Assisted	33	21	Workshops	
Mid-term:	No. failed		85	
One course	55	21	Two courses	
Two courses	26	15	Three courses	
Three courses	14	15	Four courses	
Four courses	6	16	Five courses	
Five courses	3	25	Final Grade Status	
Final Grade Status	139	87	Failed/below 2gpa	
Failed/below 2gpa	21	13		
2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious	<ul style="list-style-type: none"> <li>• Director conducted 1 Power-Point presentation on the Program's Goals and Objectives, Mission statement as well as the COM-FSM Mission statement for 78 students</li> <li>• Of the 160 students 55 received the grant aid provided by the program to assist with their financial unmet needs.</li> </ul> <p><b>[Peer Counseling-National]</b></p> <ul style="list-style-type: none"> <li>• Tutored 57 students; 35 in Math, 22 in English and 2 in Business.</li> <li>• Facilitated 2 seminars in Family Planning which enable the students to use good judgment during their future lives.</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• Conducted 5 student services committee meetings to address issues such as graduation, consistency of student services across the 6 campuses, founding day activities, development of student services policies, dormitory, dispensary, and cafeteria services, student body representation, and etc.</li> </ul> <p><b>[Counseling]</b></p> <ul style="list-style-type: none"> <li>• Provided Substance Abuse Counseling for 3 students.</li> <li>• Provided personal counseling to 99 students.</li> <li>• Assisted with Diabetes and Hypertension Awareness week and World Aids Day activities.</li> <li>• Counseled and advised 6 students who were referred due to disciplinary action.</li> </ul>			

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Health Services-National]</b></p> <ul style="list-style-type: none"> <li>• 900 health-related visits occurred at the National Campus dispensary. The dispensary provided the following treatments and services: <ul style="list-style-type: none"> <li>• 115 for the flu/cold syndrome</li> <li>• 90 for minor injuries</li> <li>• 139 for generalized aches/pains/headaches</li> <li>• 73 for skin disease/infection</li> <li>• 33 for gastro-intestinal (GI) related problems,</li> <li>• 49 received counseling and information on reproductive health and other health-related problems</li> <li>• 64 requested usage of family planning/contraceptive methods,</li> <li>• 65 screened for diabetes, hypertension and obesity,</li> <li>• 90 received treatment for health maintenance and/or preventative measures,</li> <li>• 15 referred to other health clinics/agencies</li> <li>• The rest is for various reasons.</li> <li>• More than 350 students and staff participated in activities for the Diabetes and Hypertension Awareness Week (Nov 21-24).</li> <li>• 321 were screened for diabetes and hypertension out of which 244 also received the flu shots. <ul style="list-style-type: none"> <li>• More than 375 students and staff participated in activities for the World Aids Day held on December 1, 2006.</li> </ul> </li> </ul> </li> </ul> <p><b>[Student Support Services Program]</b></p> <ul style="list-style-type: none"> <li>• On December 1, 2006, about 35 SSS students including staff and tutors participated in the World Aids Day activity.</li> <li>• 5 Staff participated in the Diabetes Screening week that took place in front of the LRC on November 21-24, 2006.</li> </ul> <p><b>[Peer Counseling-National]</b></p> <ul style="list-style-type: none"> <li>• Promoted health awareness through our outreach activities.</li> <li>• Seminars on HIV/AIDS, Basic Life Skills, and Self Esteem were</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p>disseminated to 1,031 elementary and high school students, and 50 students residing in the dorms. The topics given at the dorms also disseminated to about 300 students living off campus (by attending our seminars at the centers) so that all our students received the same health information.</p> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Provided services in first aid care, treatment of minor medical/dental and acute/chronic illnesses and injuries, referral and follow-up visits for 269 clients.</li> <li>• Counseled 37 clients regarding Family planning, diabetes, and other health related issues.</li> <li>• Provided contraceptives methods and information to 75 clients.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 daytime security guard contracted to ensure student safety, parking lots, and enforce drug/alcohol policies.</li> <li>• 2 peer counselors currently running the Peer Counseling Office.</li> <li>• Student Body Association hosted Christmas celebration for more than 170 students, faculty and staff at Kosrae Campus.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• A total of 13 peer to peer events are done during fall semester on topics such as alcohol &amp; drug abuse, library skills, Diabetes &amp; hypertension, STDs, Time Management &amp; Setting Priorities, Tobacco, World Mental Health Day, Study Skills, Exercise &amp; Fitness, Stress management, Accident Prevention Day, and HIV/AIDS Awareness Day.</li> <li>• All campus facilities and grounds are maintained and clean.</li> <li>• SBA participates by having weekly campus cleanup every Wednesday.</li> <li>• 2 teams (students; faculty &amp; staff) participated in the island wide basketball tournament.</li> <li>• Student award day during last week of fall semester whereby students are recognized for academic excellence, perfect attendance, and most points for attendance during tutoring</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	sessions, and most improved.	

**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><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Facilitated funding of \$115,000 for Chuuk Campus furniture and water tanks.</li> <li>Held 3 meetings with FSM TC&amp;I and delivered 2 letters - to secure assurances that the 2 Yap Campus FEMA projects will be supplemented with IDP funding.</li> <li>Held 4 meetings with TC&amp;I, IPIC and OCM and delivered 3 letters - all to ensure that the \$2.18m IDP allocation was still available for the College to construct new state campus facilities.</li> </ul> <p><b>[Maintenance]</b></p> <ul style="list-style-type: none"> <li>Completed installation of water supply tanks and another 20KW generator for VOCED at Chuuk Campus.</li> <li>Reviewing bids for Chuuk Campus fencing.</li> <li>Place order for National Campus Wheel Chair Lift.</li> <li>Completed review of Yap Campus projects pre-designs documents.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>3 new tanks were added to provide more water</li> <li>2 more male toilets and 2 more female toilets are now added for student and staff use.</li> <li>new generator was added with 25KV output</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>Library upgrade was conducted by Jennifer Zadkovich, who successfully did book weeding, digitized the cataloguing, and provided training to local library staff.</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Fund balance use of \$115,000 approved by Board of Regents in Oct'06. Procurement is underway.</li> <li>Yap Campus supplemental FEMA projects are being processed by the PMU and TC&amp;I.</li> <li>The \$2.18m to accomplish IDP projects submitted by the college for 2004-7 is now available.</li> </ul>
3B: Provide for maintenance	<b>[VPA]</b>	

Objectives	Accomplishments	Comments/additional detail									
and upkeep of grounds, facilities, and equipment	<ul style="list-style-type: none"> <li>• Provided overall oversight to the Maintenance division and the State Campuses- janitorial contracts/services; trash/garbage collection; painting of buildings; etc...</li> </ul> <p><b>[Maintenance]</b></p> <ul style="list-style-type: none"> <li>• Repaint and repairs doors and windows at Agriculture Building.</li> <li>• Replace 50% of Shower valves at the dorms.</li> <li>• Completed bid process for janitorial services and reviewing four bid packages submitted.</li> <li>• Complete floor care work (Strip and Wax) for three major buildings F2, G and H.</li> <li>• Hired two special contract personnel to assist with grounds maintenance.</li> <li>• Converted three diesel vehicle fuel vehicles to use coconut oil fuel.</li> <li>• Maintained 15 of 15 vehicles operations.</li> <li>• Used 650 Gallons of Fuel</li> </ul> <table border="0" style="margin-left: 20px;"> <tr> <td>• Work Order</td> <td style="padding-left: 40px;">Nov. 06</td> <td style="padding-left: 40px;">Dec. 06</td> </tr> <tr> <td>• Requested:</td> <td style="padding-left: 40px;">60</td> <td style="padding-left: 40px;">69</td> </tr> <tr> <td>• Completed</td> <td style="padding-left: 40px;">56</td> <td style="padding-left: 40px;">67</td> </tr> </table> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• All 8 student and staff buildings under-took overhauling clean-up during Christmas break.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Biweekly lawn-mowing on campus and at the piggery terrace were conducted successfully. New coat of paint was applied on the main building.</li> <li>• A mural is painted on the western wall of the College Bookstore.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• There is a 2 man maintenance team for the campus doing regular repair and maintenance of all buildings (3) and equipment. Ground maintenance is done 2x a month by a contractor.</li> </ul>	• Work Order	Nov. 06	Dec. 06	• Requested:	60	69	• Completed	56	67	
• Work Order	Nov. 06	Dec. 06									
• Requested:	60	69									
• Completed	56	67									



Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>All computer systems and software are regularly maintained by 2 IT staff. The 2 labs are monitored daily to ensure that students have access to working computers every school day.</li> </ul>	
<p>3C: Provide for a safe, secure and effective college environment</p>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Conducted 4 campus tours at national campus and 1 tour of Pohnpei Campus to ensure a safe and secure working and learning environment.</li> <li>Facilitated funding of \$55,000 for Chuuk Campus perimeter fencing.</li> </ul> <p><b>[Maintenance]</b></p> <ul style="list-style-type: none"> <li>Conducted fire drill for Administration building and LRC.</li> <li>Completed fire equipment inspection for 6 buildings on Campus.</li> <li>Repaint cross walks at National Campus.</li> <li>Installed gates at Faculty and LRC Parking</li> <li>On Campus Crimes:</li> <li>Alcohol Violation : Nov. 3 and Dec. 8</li> <li>Theft: Nov. 1 and Dec. 0</li> <li>Arrests: Nov. 0 and Dec. 1</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>24 hours security service provided by 7 security guards.</li> <li>IT installed and updated anti-virus software on all computers at the campus.</li> <li>All vocational workshops have been provided with the proper fire extinguisher and the proper first-aid kit.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>a total of 3 security guards now are serving the campus during the day shift</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>New special contracts for security guards and maintenance personnel were approved.</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Fund balance use of \$55,000 approved by Board of Regents in October 2006. Procurement underway.</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>Previously procured and tested security cameras now have a new high capacity server for which to store image logs using network technology on the national campus.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>Day-time security service is assigned to James Security Company.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>The faculty and staff also work to provide security to all during working hours. Security guards provide this service after working hours each day.</li> <li>1 registered nurse provides basic health care to students, faculty, and staff. Severe cases are taken to the hospital for treatment.</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>Network Security Cameras</li> </ul>	

**Strategic goal 4:** Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4A: Enhance communications pathways	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>Continue to upgrade the System wide network.</li> <li>Continue to use President's Update as means of open communication to College community.</li> </ul> <p><b>[VPJA]</b></p> <ul style="list-style-type: none"> <li>Policies and procedures for developing and offering Continuing Education non-credit courses, trainings and workshops were revised during Fall 06 semesters</li> </ul> <p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Construction of Website for Office of VPA nearly complete.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>Coordinated the production of the college's recruitment production</li> <li>Invited by the Founding Day committee to become a member of the committee.</li> <li>Met with Howard Rice regarding the college's involvement in the World Park initiative.</li> </ul>	<p><b>[VPJA]</b></p> <ul style="list-style-type: none"> <li>Currently under campus wide review pending final board approval scheduled March 2007</li> </ul> <p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Website will simplify communication by disseminating information to all faster.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>The use of scanner to transmit requested and necessary documents directly to state campus employees – sped up processing of documents</li> </ul> <p><b>[Admissions &amp; Records]</b></p> <ul style="list-style-type: none"> <li>November 5-8 the Director of OAR attended the PACRAO conference in HNL and was able to meet with Registrars and Admissions Officers of other schools in the region.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>Campus Director held monthly meeting of the Campus Management Team and of the Administrative staff.</li> <li>Conducted 3 Student Services Meetings and</li> <li>Conducted 1 Meeting with SBA Council</li> <li>Conducted 3 Student Assemblies</li> </ul>	
4B: Provide communications infrastructure to support communication pathways	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>College community continues to use e-mail, minutes of meetings, and reports as modes of communicating to members of the college community.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>Network and internet connectivity for all on campus is maintained.</li> <li>All 22 faculty and staff each have a computer system to use.</li> <li>The 2 computer labs have 45 computer s for faculties and students to use.</li> <li>The LRC has 4 computers set aside for research purposes.</li> <li>VoIP is set up in office for use by faculty and staff for meetings and consultations with the other campuses</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>To address network congestion problems: build and deploy local servers at each of our six campuses to serve as voip servers. Units should improve utilization of the state campus network services</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>Bandwidth limitations still a major constraint</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>Two campuses, Pohnpei and Kosrae, now have these servers installed and operational, previously reported technical problems have been resolved, minor issues concerning local network configurations remain.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
4C: Enhance the college community's ability to communicate effectively	<p>for web traffic by around 40%.</p> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 44 staff and 25 faculty e-mail accounts created</li> <li>• 15 SBA council email accounts created</li> <li>• 12 computers set up in new vocational computer lab</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Student Services Specialist participated in 1 system-wide teleconference meeting conducted by the Department of Student Services.</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>• The Student Information System (SIS) project has been allocated a budget and initial development work has begun.</li> </ul> <p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>• Monthly meetings, meetings agenda, minutes and feedback shared through state representatives on Personnel Committee.</li> <li>• Increase use of the group campus emails by sending policy reviews, and encouraging feedbacks</li> </ul>	<p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>• SIS reports for the initial phase of this project have been received and the DataBase developer has scheduled his first onsite visit to begin February 2007.</li> </ul>

**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><b>[VPJA]</b></p> <ul style="list-style-type: none"> <li>• Two full time instructors complete on line master's degree programs- One MA in Psychology; one MS in Computer Information Technology</li> <li>• One Social Science instructor/Yap campus completes first semester in MA in Micronesian Studies at UOG</li> <li>• Four library staff and LRC director participated in Pacific Islands Association of Libraries and Archives conference.</li> <li>• One Language/Literature faculty participated in American Association for Adult and Continuing Education (AAACE)</li> </ul>	<p><b>[VPJA]</b></p> <ul style="list-style-type: none"> <li>• Updates on investment climate, endowment funds, retirement plans, etc...</li> </ul> <p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Updates on investment climate, endowment funds, retirement plans, etc...</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• VPA and Comptroller attended the Pacific Region Investment Conference in Manila in November 2006.</li> <li>• IT Director attended an IT Conference in Japan.</li> <li>• Maintenance Director attended a 2-week Gymnasium Facilities training in China</li> </ul> <p><b>[Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>• IRPO provided training in strategic planning implementation tools and process at all campuses.</li> <li>• IRPO provided training in MS Outlook (personal information management systems) at Yap campus and National campuses for ~ 20 participants.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Provided video editing training for MITC staff</li> </ul> <p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>• Eleven (11) faculty and staff are enrolled in degree programs through staff development program</li> <li>• Four (4) faculty and staff participated in off-island conference through Staff Development Program</li> <li>• Staff Development Day 2007 is being planned and organized to focus on COM-FSM as a learning centered community</li> </ul> <p><b>[Student Support Services Program]</b></p> <ul style="list-style-type: none"> <li>• Education Specialist conducted 2 workshops on Strategies of Effective Tutoring with 11 tutors in attendance.</li> <li>• Director provided 1 informational workshop to 5 staff members on Effectives Ways to Academic Advising.</li> <li>• IRPO director conducted 1 workshop on Institutional Strategic Plan for 6 SSS staff.</li> <li>• The SSS Administrative Assistant, Ms. Lebehn took 2 courses during fall semester and majoring in Business. She did well on both courses.</li> <li>• 2 staff members received their annual step increase in the month</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p>of October; the SSSII and SSSIII.</p> <p><b>[Peer Counseling-National]</b></p> <ul style="list-style-type: none"> <li>• The Peer Center staff has a yearly staff development, which occurs in February to coincide with the College of Micronesia-FSM Staff Development Day.</li> <li>• The Peer Center staff had attended several HIV/AIDS workshops on island to improve staff knowledge on the subject.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 8 full-time instructional faculty &amp; Instructional Coordinator and 9 support staff participated in on-site IRPO facilitated Strategic Planning workshop</li> <li>• Instructional Coordinator &amp; Agriculture/Food Technology Instructor attended &amp; participated in 1 Agriculture, Marine Science and Natural Science Programs conference/workshop at the National campus</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 assessment and evaluation workshop in September for all faculty and staff.</li> <li>• 1 financial aid and student advisement workshop for faculty and staff.</li> <li>• Robert Yangerluo, Social Science Instructor, begins his masters program in Micronesian Studies at the University of Guam.</li> </ul>	
5B: Recruit and retain qualified personnel to allow delivery of quality services	<p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>• Eighteen (15) vacancies were filled [4 at National, 3 at PNI, 5 at Chuuk, 1 at Yap, 1 at FSM-FMI, 1 at Kosrae]</li> <li>• 23 vacant positions are advertise during the months of October to December 2006[ 12 at National, 5 at PNI, 3 at Chuuk, 3 at Kosrae</li> </ul>	
5C: Update personnel policies and procedures to meet on-going human resources needs	<p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>• 2 policy revisions and 1 new were approved by the Board in December</li> <li>• All 3 polices above have been transmitted to College-wide</li> </ul>	

**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><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Securing \$275,000 supplemental request from the FSM Congress for student’s assistance program.</li> <li>• Secure the approval for including the Teacher Corp Programs in FY 2007 SEG Program.</li> </ul> <p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Conducted 2 tuition increase public hearings at National Campus; facilitated 2 others at Pohnpei Campus; prepared guidelines for all other campuses.</li> <li>• Met and discussed cash management improvements with Mr. Dan Roland, COM-FSM Endowment investment manager. Our cash could earn over 4% return instead of the usual 1% earned in savings accounts.</li> </ul> <p><b>[VPCRE]</b></p> <ul style="list-style-type: none"> <li>• Funding for Yap-Gargey Project under Dr. Murukesan               <ul style="list-style-type: none"> <li>○ \$119,000 from USDA - CSREES to develop hydroponics in Gargey community</li> <li>○ \$53,513 from Yap State used as matching funding for Smith-Lever funds to provide for extension</li> </ul> </li> <li>• Storage of breadfruit as a replacement for imported energy feeds - Jim Currie               <ul style="list-style-type: none"> <li>○ \$16,712 from Western Sustainable Agriculture Research &amp; Education to develop feeding system using stored breadfruit for pig feed in Kosrae, Pohnpei and Chuuk.</li> </ul> </li> <li>• Water quality subcontract to University of Arizona - Jim Currie &amp; Jackson Phillip               <ul style="list-style-type: none"> <li>○ To provide training in water catchments, water testing and environmental protection - (bridging budget and Yr. 4 funds - \$30,000 contracts received.</li> </ul> </li> <li>• Professional Development Program - Jackson Phillip               <ul style="list-style-type: none"> <li>○ (WSARE) - \$16,000 to provide sweet potato tissue</li> </ul> </li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• The tuition increase will increase revenue by \$683,0000, enabling the college to make big improvements in programs and services.</li> <li>• Cash management proposal to be prepared for Board’s consideration at the March ‘08 meeting.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p style="text-align: center;">culture plantlets to the atolls of FSM (with Dr. Verma of Kosrae AES)</p> <ul style="list-style-type: none"> <li>• Resident Instruction Distance Education development - Jim Currie <ul style="list-style-type: none"> <li>○ USDA - \$70,000 to study capacity, provide equipment and programs of DE throughout FSM - links to all US territories of Caribbean and Pacific (CARIPAC)</li> </ul> </li> <li>• Preservation of Traditional and Medicinal Plants in FSM - Jim Currie &amp; Penny Weilbacher <ul style="list-style-type: none"> <li>○ WSARE funded \$36,316 to develop a botanical garden for the preservation of traditional and medicinal plants - at Pohnpei Campus. Opening ceremony - Dec 06, 2006</li> </ul> </li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• Guidelines, procedures and standard public pronouncements in relation to the processes of increasing tuition fee by \$10 per credit, from \$85 to \$95 effective Spring 2007 were formulated by Finance Committee and approved by the Cabinet.</li> <li>• Data in relation to tuition fee structure, number of enrollment, budget and other finance related items were solicited from neighboring community colleges and universities.</li> <li>• General assemblies to inform the public were conducted by State Campus Directors, Vice - President for Administration, Comptroller and President.</li> <li>• Solicitation of canvassed prices and request for proposals were reiterated in processing obligating documents to increase cost effectiveness.</li> <li>• The Board has approved the use of \$398,000 fund balance for various projects.</li> <li>• FY 2008 budgets for Business Office, Bookstore and Cafeteria were prepared and reviewed in consultation with Business Office staffs, Bookstore and Cafeteria Managers.</li> <li>• Certification of obligating documents related to FY 2006 budgets has been completed. FY 2007 operating budgets were entered in the MIP Fund Accounting system to monitor the operating budgets when processing obligating documents for FY 2007.</li> </ul>	



Objectives	Accomplishments	Comments/additional detail
	<p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• \$5.00 gas slips issued instead of regular \$10.00</li> <li>• FY2007 budget breakdowns disseminated to all divisions</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Conducted 5 public hearings on tuition increase in the villages of Kosrae and one general assembly on campus</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Coordinated 1 fundraising activity through the sale of Christmas cards</li> <li>• Continued to search for granting agencies online.</li> </ul>	
6B: Diversify resources of the College	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Approval of FY 2008 Budget that allocates resources based on assessment, planning, and budgeting.</li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• Business Office continued to provide financial support to various several new grants.</li> <li>• The Business Office Manager attended the workshop for TRIO programs in Hawaii to gain updated information in the administration of TRIO programs and other Federal programs.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Over \$3000 was raised in an auction at Kosrae Campus.</li> <li>• A proposal is under consideration by the DOE and Kosrae Campus for in-service teacher training.</li> </ul>	
6C: Budgeting and resource allocation	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Completed a balanced FY 2008 line item budget for the College, including the FMI and auxiliary enterprises.</li> <li>• Completed the FY 2008 Capital Improvement budget.</li> </ul> <p><b>[VPSSA]</b></p>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• Held budget consultations with 13 different office and division managers within the student services department</li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• The year-end closing of October 31 for FY 2006 transactions was implemented.</li> <li>• Communication between the Comptroller and Auditor for the conduct of FY 2006 audit of financial statements for the College has begun. The auditor provided a list of audit requirements and Business Office has started addressing the audit requirements. Certain audit requirements were provided including the trial balance as of August 31, 2006 for the audit to perform the internal control and compliance testing. The tentative final trial balance is still to be completed by Business Office before December 01, 2006</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Instructional Coordinator, Student Services Coordinator and Campus Director involved in 1 Kosrae campus Management Team meeting with VPA in re: facilities &amp; 2008 budget allocations by departments in line with college's strategic goals.</li> </ul>	
<p>6D: Develop and implement college sustainability plans that will lead to the careful stewardship of natural and man-made resources, saving of revenue, and enhancement of the college experience; serves as a model for the nation</p>	<p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• The College generated only 81% or \$81,085 of the annual endowment target of \$100,000 for fiscal year 2006. About 30% or \$24,000 of the contribution comes from the interest income from the College's general fund.</li> <li>• The College expects to improve the amount to be generated from fund raising with the hiring of the Development and Community Relations Director.</li> <li>• The President, Vice-President and Comptroller participated in the Investment Conference sponsored by Asia Pacific Association of Fiduciary Studies.</li> </ul>	

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

Objectives	Accomplishments	Comments/additional detail
<p>7A: Increase involvement of the community in college affairs</p>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Conducted 2 public hearings at National Campus; facilitated 2 others at Pohnpei Campus; prepared guidelines for all other campuses - to inform members of the community and solicit public input on a Tuition Increase proposal.</li> </ul> <p><b>[Research &amp; Planning]</b> Sponsored Programs:</p> <ul style="list-style-type: none"> <li>• IRPO assisted with development of Upward Bound Proposals from Chuuk, Kosrae, Pohnpei &amp; Yap campuses.</li> <li>• Sponsored programs manual revisions sent to Sponsored Programs Workshop participants for review and comment</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• Attended 2 meetings of the Pohnpei Scholarship Board</li> <li>• Attended 3 meetings of the Pohnpei Utilities Corporation Board of Directors</li> </ul> <p><b>[Counseling]</b></p> <ul style="list-style-type: none"> <li>• 2 counselors attended luncheon meeting with UH-System officials regarding tuition increase</li> </ul> <p><b>[Health Services-National]</b></p> <ul style="list-style-type: none"> <li>• Worked together with Pohnpei State Health Service and the FSM Department of HESA in the planning and implementation of activities for the COM-FSM Diabetes and Hypertension Awareness Week and the World Aids Day. Supplies and materials and staff support were also provided for these activities by the Pohnpei State Health Service and the FSM Department of HESA.</li> <li>• Worked together with Pohnpei State Health Service, the FSM Department of HESA, the Pohnpei Community Planning Group, the Women's Group, the Red Cross and other Community Stakeholders in the planning and development of the Pohnpei State HIV/Aids/STI Strategic Plan</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• General response was that of understanding and appreciation of the need for tuition increase.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Peer Counseling-National]</b></p> <ul style="list-style-type: none"> <li>• Joint effort by Peer Counseling, Counselors Office and Dispensary to coordinate annual Health Fair. Community invited to every event</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Conducted workshop for Nanpei Memorial High School staff and students working on the school's newsletter.</li> <li>• Coordinated Lecture Forum Series with Gary Bloom of the US Embassy</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ PBDC Coordinator gave presentation on business start up and cooperative training opportunities at PBDC to participants of the Pohnpei Agriculture Training held at Pohnpei Agriculture Station.</li> <li>▪ Completed School-To-Work Program (STW) with PICS High School.</li> <li>▪ 81 parents/guardians and 29 students attended hearing on tuition increase.</li> <li>▪ Recruitment meetings conducted by ETSP at 11 target schools, with families and school administrators.</li> <li>▪ Financial Aid workshops were held for seniors at the 3 high schools.</li> <li>▪ Interviews conducted with parents of 19 applicants from Madolenihmw &amp; Nanpei Memorial high schools.</li> <li>▪ Interviews conducted with parents of 24 applicants from PICS High School.</li> <li>▪ UBP held 1st PTA meeting with 80 parents in attendance</li> <li>▪ Completed Basic Board Development Training for the Friends of the Pohnpei Public Library.</li> <li>▪ Completed 3 training sessions of the Pohnpei State Hospital computer applications.</li> <li>▪ Microsoft Outlook training to 15 Pohnpei Campus employees.</li> </ul> <p><b>[Kosrae Campus]</b></p>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• 1 meeting with the Governor to install Business Development Council for SBDC program at the College.</li> <li>• Accompanied Howard Rice to the office of the Governor relating to World Park status report and soliciting for local support.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• a community council is established to guide the vocational program</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• A 7-membership Advisory Council for FMI programs will soon form with membership being sought from the Yapese public in accordance with selected requirements.</li> </ul>	
7B: Enhance and promote employment opportunities	<p><b>[Counseling]</b></p> <ul style="list-style-type: none"> <li>• Provided career information/advising to 27 students.</li> <li>• Trained and supervised 2 college work study students.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• PBDC continued providing technical assistance to the Pohnpei Commodity Exporter's Steering Committee.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• 350 students participated in the career day</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 CA agriculture graduate received piglet for his farm project.</li> <li>• Initial discussions with telecom staff about the apprenticeship program and opportunities for its employees to participate</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• All vacancy announcements are posted and announced on FM radio.</li> <li>• A list of graduates of COM-FSM (national &amp; yap campus) is shared with government and private companies.</li> </ul> <p><b>[FSM FMI]</b></p>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• Placement officer continues his effort in securing employment opportunities for graduates.</li> <li>• 1 FMI 2005 engineering graduate has been selected to go to China as part of the skeleton crew of the Yap new vessel donated by People's Republic of China. The person is currently working at FMI on a developmental basis as an assistant instructor but will be on contract with the State Government for the next 3 months as the Chief Engineer of the vessel.</li> <li>• 2 others, 1 graduated December 2006, and 1 will graduate in May 2007, have been selected as additional manning for the new ship. The graduate will join the ship after she has been delivered to Yap in mid-February 2007, and the other after his graduation in May.</li> <li>• New students have completed Watch keeping courses for both deck and engine room ratings and are taking up Class 6 Master/Engineer courses, while the second-year students have completed the first part of their training in Class 5 Master and Class 5 Marine Engineering.</li> <li>• The 2 FMI graduates whom YFA hired to man the new fishing vessel are doing well, and are enjoying their work.</li> </ul>	
<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Signing of an MOU with Michigan State University in November 2007 on faculty and student exchange, programs and courses articulations, and other collaborations.</li> <li>• Signing of the communiqué on World Park Initiatives with 4 States of the FSM and Michigan State University.</li> <li>• Request to establish sister institutions with Higher Institutions of Learning in China with People's Republic of China Ambassador.</li> <li>• Continue to collaborate with Education Systems in the FSM.</li> </ul> <p><b>[VP/IA]</b></p> <ul style="list-style-type: none"> <li>• Trial Counselor program reactivated. Instructional materials for 4 law courses duplicated and distributed to four state campuses.</li> <li>• Six IT training modules designed and prepare to land commission/land management offices in all four states as part of ADB funded Private Sector grant activities.</li> <li>• Eleven short training modules developed by Pohnpei Small</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p>Business Development center were approved.</p> <ul style="list-style-type: none"> <li>• Twenty- four participants in the Related Services Assistant Program (RSA) completed required 18 credits of RSA course work</li> <li>• Eighteen special education teachers from local schools enrolled in COM-FSM classes during Fall 06</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 2 CEU courses in Japanese language—reformatted &amp; finalized</li> <li>• 2 CEU courses in computer—reformatted &amp; finalized</li> <li>• 1 CEU course in bookkeeping—reformatted &amp; finalized</li> <li>• 3 hands-on and skill-oriented courses added to vocational programs</li> <li>• A new course in Cell Phone Repair has also been developed to be utilized in the Telecommunications Program as a technical elective to improve program offering.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Kosrae campus Agriculture instructor prepared 1 draft proposal for revisions in the current Associate of Science in General Agriculture during the month.</li> <li>• Instructional Coordinator had 1 meeting with Kosrae State court legal counselor in regards to: <ol style="list-style-type: none"> <li>1. Trial Counseling Program spring07 draft schedule &amp; courses to be offered. Part-time instructor to teach courses is still placed on TBA pending legal counselor’s part-time application.</li> <li>2. Kosrae Public Safety proposal (\$16,000) with German Embassy for the small engine repair &amp; recycling program for inmates. Amount requested would solely be for equipment &amp; supplies to get the program going.</li> </ol> </li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• Yap State Government and YSPSC are now sponsors of the Apprenticeship Program. Yap Coop. Assn. is still in the review process.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• The management team has secured the assistance of some college employees to assist in the development of a local navigation program. This is in conjunction with a much broader program which will integrate all other skills that are interconnected with, and are in support to, local navigation, that they cannot be dispense with.</li> <li>• Agreement with State Government for students to go out on the Micro Spirit every trip for onboard training, and this has been integrated into the training programs for all classes.</li> <li>• Class schedules include 3 hours of practical training every day.</li> <li>• Faculty members, in consultation with the Instructional Coordinator, developed and disseminated course syllabi during the first week of Spring semester.</li> <li>• Advisement Program is improved by systematically scheduling meetings for students with advisors. This will be the standard operating system as students are hesitant to call on their instructors even if they have problems.</li> </ul>	
<p>7D: Provide Cooperative Extension Services to the community</p>	<p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ PBDC Coordinator assisted Pohnpei Commodity Exporters in the preparation of Farm Producers Survey Form in collaboration with Land Grant and Pohnpei State Agriculture.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Chuuk State received training in banana planting by Dr. Verma with funding provided by UNFAO.</li> <li>▪ On World Food Day and the week thereof, the staff of Land Grant Program collaborated with other local agencies to conduct educational awareness programs on nutrition and common diseases of Kosraeans.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• Noni Project in progress by Land Grant AES.</li> <li>• Hydroponics Gardening for Gargey Community by Land Grant AES.</li> </ul>	



Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>Arts &amp; Crafts Workshop and youth events for youth in 2 communities by 4-H extension agent.</li> <li>Demonstration garden is continually maintained on campus.</li> <li>EFNEP Extension Agent collaborating with Yap Agriculture Division to conduct workshops and classes to people in the villages. 1 trip to the outer islands in fall.</li> </ul>	

**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><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>Attended and delivered talks with the Upward Bound and Student Support Services Programs (SSSP) programs</li> </ul> <p><b>[Recreation-National]</b></p> <ul style="list-style-type: none"> <li>2 Goodwill games</li> <li>IBC vs. COM Sharks and Roie vs. COM Sharks on different days</li> <li>3 staff and student teams registered in the PNI state basketball open league. All three teams are in good position to make the playoffs.</li> <li>2 staff and student teams registered in the department softball league. Both teams have played their 6<sup>th</sup> game and expect to play 4 more games.</li> <li>Softball teams statistics, COM-Shark I - 2w/4L: COM-Shark II - 4w/2L</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>2 meetings—1 regarding training needs of State personnel &amp; 1 with JICA representative in regards to mathematics consultant.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>200 people attended Christmas musical put on by the music class</li> <li>300 people participated in an open house by the Vocational Program to showcase work by its students and faculty members</li> <li>Discussion for a possible MOU for collaboration with Small</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p>Business Development was initiated with 2 meetings between the campus director and SBC Director Tiser Lippwe.</p> <ul style="list-style-type: none"> <li>• <u>MOU</u> for Center for Teaching Excellence (CITE) is with Board of Chuuk State School System (CSSS) for review.</li> <li>• discussion for collaboration with PREL has been initiated</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 8<sup>th</sup> Legislature in their special session consented to 6 out of 7 Business Development Council (BDC) members submitted by the Governor.</li> </ul>	
8B: Cultivate respect for individual differences, and champion diversity	<p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>▪ Exhibition volleyball game between a youth group from Kolonia and our students in the gym.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• The hiring of Latika Rhanzianga evident diverse faculty representation at Kosrae Campus.</li> <li>• Thanksgiving Day marked a day when majority of the students participated in religious festivities in Kosrae.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Coordinated the Christmas Card design contest and implemented the designs by locally producing Christmas Cards</li> </ul>	

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

Objectives	Accomplishments	Comments/additional detail
9A: Improve institutional assessment and evaluation	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Implementation of strategic Plan in Fall 2006</li> <li>• Initiate Planning for President’s retreat on review and updating the strategic plan.</li> </ul> <p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Program evaluation completed for Certificate of Achievement in General Studies at Chuuk Campus.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• Five year assessment plans for 6 vocational programs were updated and included in end of grant report to OMIP</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• Attended 2 different workshops on Microsoft Outlook</li> <li>• Conducted 2 workshops on program evaluations with student services staff</li> </ul> <p><b>[Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>• IRPO initiated work on institutional assessment plan through a Institutional Assessment Plan (IAP) development group that is composed of faculty and staff from all campuses.</li> <li>• IRPO assisted with development of an Assessment plan for FSM FMI which calls for formative &amp; summative evaluations.</li> <li>• IRPO assisted FMI with putting together an informational response to the FSM President on FMI.</li> <li>• IRPO provided technical assistance to ~ 7 student services division heads on program assessment and evaluation.</li> <li>• Developed organizational chart evaluation plan</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Developed the Terms of Reference for the Publications Committee</li> </ul> <p><b>[Human Resources]</b></p> <ul style="list-style-type: none"> <li>• Designed new database for staff development to help collect and analyze output of program and provide for an informed decision</li> <li>• Evaluation plans for the new organizational structure are underway</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 program evaluation by HTM</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• Chuuk Campus has now completed all its program assessment</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• The campus was involved in the development of the COM-FSM Strategic Plan 2006-2011.</li> </ul>	
<p>9B: Integrate planning, evaluation and resource allocation for continuous improvement</p>	<p><b>[Board of Regents]</b></p> <ul style="list-style-type: none"> <li>• The following officers for COM-FSM Board of Regents were elected: <ul style="list-style-type: none"> <li>○ Chairman Joseph Habuchmai</li> <li>○ Vice Chairman Henry Robert</li> <li>○ Secretary-Treasurer Isamo Welles</li> </ul> </li> <li>• A tuition increase of \$10 per credit, from \$85 to \$95 per credit, was approved effective 2007 Spring Semester.</li> <li>• The FY 2008 operations budget was approved at \$10,829,715 of which a request for \$3,800,000 appropriation is to be submitted to the FSM National Government.</li> <li>• The proposed FY 2008 budget for FSM FMI was amended to take into consideration the recent increase in cost for utilities and the outdated virus-prone computers at FSM FMI. A request for \$705,089 is to be submitted to the FSM National Government.</li> <li>• The FY 2008 budgets for auxiliary enterprises were approved as follows: \$173,392 for the Cafeteria and \$103,592 for the Bookstore.</li> <li>• The Infrastructure Development Projects for FY 2008, per the College's Master Capital Improvement Project Plan, totaling \$2,250,000 were approved for submission to the FSM National Government. A request for the 5% for IMF is to be added to the submission.</li> <li>• The FY 2008 budgets of \$300,000 for student assistance and \$270,268 for Work Study and SEOG Programs from SEG were approved for submission to the FSM National Government.</li> <li>• The FY 2008 budget in the amount of \$96,000 for the Board of Regents was approved for submission to the FSM National Government.</li> <li>• The Board adopted a resolution to recognize, commend and express gratitude to Mr. Podis Pedrus for his commitment, service, and dedication to the College as a Regent of the College.</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Planning/Finance committee merger is part of the Governance Policy approved by the Board.</li> <li>• Resource allocation process to be further streamlined in FY09 budget preparation Planning/Finance committee merger is part of the Governance Policy approved by the Board.</li> </ul>

Objectives	Accomplishments	Comments/additional detail
	<ul style="list-style-type: none"> <li>• The revision to Section IV.J Periodic Survey in the Board of Regents Policy Manual was approved to allow current practice of using the evaluation reports to the Accrediting Commission as an independent review.</li> <li>• Regent Isamo Welles will represent the Board on the Planning Council.</li> <li>• Student services policies on Unclassified Students and on Admission to Second Associate Degree were adopted</li> <li>• A donated sick leave policy was adopted to allow qualified employees to donate and receive sick leave due to catastrophic health conditions of the recipient.</li> <li>• The proposed modifications to the Personnel Policy and Procedure Manual, Section IX Leave Policies and Section VI Employment were approved. The Employment section includes a new policy on Reassignment. The Board further amended Section IX.3.g to allow up to 240 hours of accumulated annual leave to be paid to the employee at the time of termination.</li> <li>• The Board approved the following policy on Governance:</li> <li>• It is the policy of the College of Micronesia-FSM to promote a shared governance environment which involves the commitment and participation of all campus constituencies and to be guided by the college's value statements in the development of policies and procedures.</li> <li>• Revisions to the Vehicle Policy, which sets clear guidelines for the acquisition, use, maintenance, and disposal of college vehicles, were approved.</li> <li>• The Board renewed President James' contract for another two years.</li> <li>• The Board authorized the administration to request a change of status with Renaissance Investment Management from CES level to FS level.</li> <li>• The minutes of the September 2006 special meeting and the minutes as corrected of the October 2006 teleconference meeting were adopted.</li> <li>• The next meeting will be held in March 2008 in Chuuk; the dates to be determined.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Securing funds for upgrading the database for collection of more reliable data that will be used on making informed decisions.</li> </ul> <p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Information and recommendations from instructional program reviews were reviewed as part of process in preparation and resource allocation for FY 08 budget development</li> </ul> <p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Recommended merger of Planning Council and Finance Committee to ensure integration of the planning, evaluation and resource allocation (budget) functions.</li> <li>• FY08 budget/resource allocation was based on institutional priorities, accreditation mandates and the Strategic Plan</li> </ul> <p><b>[Research &amp; Planning]</b></p> <p>2006-2011 Strategic Plan:</p> <ul style="list-style-type: none"> <li>• Plan was approved by Board of Regents at its Yap meeting in September.</li> </ul> <p>Strategic Plan Implementation:</p> <ul style="list-style-type: none"> <li>• Overview presentations on strategic plan done at FSM-FMI, Yap, Chuuk, Kosrae, Pohnpei &amp; National campuses with approximately 130 faculty, staff &amp; administrators.</li> <li>• 2 planning/training sessions in implementation tools &amp; annual improvement plan done at Yap campus with 10 faculty &amp; staff.</li> <li>• 1 training session done at Yap campus in MS Outlook with 14 faculty &amp; staff.</li> <li>• 3 planning/training sessions in implementation tools &amp; annual improvement plan done at Chuuk campus with 17 faculty &amp; staff</li> <li>• 2 planning/training sessions in implementation tools &amp; annual improvement plan done at Kosrae campus with 19 faculty &amp; staff.</li> <li>• 2 planning/training sessions in implementation tools &amp; annual improvement plan done at Pohnpei campus with 26 faculty &amp;</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p>staff.</p> <ul style="list-style-type: none"> <li>• Separate training/development assistance provided to Student services, maintenance and SSSP.</li> </ul> <p>Technical assistance provided by IRPO:</p> <ul style="list-style-type: none"> <li>• The development of the FY07 &amp; FY08 budgets and the determination of institutional priorities for the college</li> <li>• Kosrae Business Development Center</li> <li>• World Park proposal</li> <li>• The development &amp; revisions of Upward Bound applications</li> <li>• Development of assessment plan during Faculty Workshop</li> <li>• Development of 3-year SEG plan</li> <li>• Development of program assessment and evaluations</li> </ul> <p>Planning Council</p> <ul style="list-style-type: none"> <li>• IRPO coordinated a meeting of the Planning Council in November that dealt with annual improvement plans and reporting on the strategic plan; development of the institutional assessment and communications plans; and recommendations on a process for developing the FY 2009 budget to include a President's Retreat in the spring semester. The President's Retreat would be a major mechanism for the college to bring together its planning, assessment and resource allocation. Recommendations for membership in an advisory group for the World Park were also discussed.</li> <li>• 3-year SEG plan submitted to FSM</li> <li>• Information request from FSM Executive completed and submitted to FSM President on FMI</li> </ul> <p>[VPSSA]</p> <ul style="list-style-type: none"> <li>• Attended 3 Planning Council meetings</li> </ul> <p>[Admissions &amp; Records]</p> <ul style="list-style-type: none"> <li>• OAR Director attended Curriculum Committee meeting, Admissions Board Meeting, Staff Development meeting, Microsoft Outlook training, and Assessment training.</li> <li>• The Registrar attended student services committee meetings.</li> </ul>	

Objectives	Accomplishments	Comments/additional detail
	<p><b>[Recreation-National]</b></p> <ul style="list-style-type: none"> <li>• Revision of the sports and recreation survey.</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• Initial communications regarding the development of FMI evaluation plan began in early August.</li> <li>• Instructional Coordinator has met with instructors to, among other things, to formulate plans for assessment of courses.</li> </ul>	
9C: Increase research and data driven decision making	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Facilitated funding of \$125,000 for a Student Information System (SIS) and placement/tracking software.</li> <li>• Urged all State Campus and Administration personnel to collect data for evaluation and decision making.</li> </ul> <p><b>[Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>• IRPO 12 internal &amp; 4 external requests for data were submitted in this time period. All requests were completed and returned before respective deadlines.</li> <li>• Fall semester 2006 Orientation &amp; Registration survey tabulations &amp; analyses completed with 571 &amp; 1,286 surveys collected respectively.</li> <li>• IRPO coordinated development of the 4<sup>th</sup> Quarter 2006 performance report for the FSM, OIA and JEMCO.</li> <li>• IRPO completed and locked the fall 2006 IPEDS survey that focused on program completion and institutional characterizes.</li> </ul> <p><b>[VPSSA]</b></p> <ul style="list-style-type: none"> <li>• Attended 1 workshop on Retention Strategies</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 survey in re: Human Resource Profile of Kosrae in Agriculture and Natural Resources conducted by Kosrae campus Agriculture instructor L. Baconguis with the assistance/support of Instructional Coordinator</li> </ul>	<p><b>[VPA]</b></p> <ul style="list-style-type: none"> <li>• Fund balance use of \$125,000 approved by Board of Regents and the project is underway.</li> </ul>
9D: Develop an integrated	<b>[VPA]</b>	<b>[VPA]</b>



Objectives	Accomplishments	Comments/additional detail
data system	<ul style="list-style-type: none"> <li>• Facilitated funding for an SIS and placement/tracking software.</li> </ul> <p><b>[Research &amp; Planning]</b></p> <ul style="list-style-type: none"> <li>• IRPO assisted with development of a proposal for an integrated Student Information System was developed and submitted to Office Insular Affairs for review.</li> <li>• Fund balance requested for use on creation of an integrated Student Information System &amp; purchase of testing &amp; placement software.</li> <li>• Based on BOR approval a contract for development of the Student Information System (SIS) was processed and work has started on the database by the developer Kenneth Girrard.</li> <li>• IRPO is also coordinating a working group for selection of diagnostic, placement and tacking software with a focus on developmental education students.</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>• The Student Information System (SIS) project has been allocated a budget and initial development work has begun.</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• Total enrollment of 32 <ul style="list-style-type: none"> <li>• 22 first year students</li> <li>• 10 second year students</li> </ul> </li> <li>• 100% of students surveyed and results collected.</li> </ul>	<ul style="list-style-type: none"> <li>• Work on data system already underway.</li> </ul> <p><b>[IT]</b></p> <ul style="list-style-type: none"> <li>• SIS reports for the initial phase of this project have been received and the DataBase developer has scheduled his first onsite visit to begin February 2007.</li> </ul>