College of Micronesia – FSM - Performance reporting form

Department/Division/Campus:	COM-FSM Overall Report	Period:	2nd Quarter 2010 (January 01, 2010 to March 31, 2010)

FSM Strategic Development Plan Goal 4: to allow FSM student6s to complete postsecondary education to assist in the economic and social development for the FSM.

Mission Statement

Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.

Values

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

Strategic Goals

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

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

College web site: www.comfsm.fm IRPO web site: http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html
For additional information contact: rschplanning@comfsm.fm

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	**President:** 1. Continue to collect data monitor the course completion rate for all campuses. This will enable the college to implement interventions. 2. Collected data on Fall Semesters program completion rates. **Vice President for Instructional Services (VPIA):** **Courses provided for students to continue academic programs for Spring 2010 Semester** • Total Headcount- 2, 493 students, • Total credits 29, 504 • Total of 487 course sections & 6 independent studies. o National Campus -175 course sections & 3 independent study o Chuuk Campus -86 course sections & 2 independent study o Kosrae Campus – 45 course sections o Pohnpei Campus - 126 course sections & 1 independent study o Yap Campus - 39 course sections o FMI -14 course sections • 3 courses offered online --SS170, SS220 and SS195 by Social Science division at national campus. • 4 UOG courses offered • 5 new Public Health Training Program courses **13 public health students are placed at various public health agencies for the spring semester. 3 of these students will continue through the summer session.** **11 UOG Partnership students are completing student teaching at Nett, Kolonia, or Ohmine Elementary schools.**	**Yap Campus:** • Inter Library Loan Requests = 6 • AV Room use = 7 • 12 computers are now in LRC for use by students and faculty for research purposes. (pictures attached) • EBSCO Host on all LRC computers to make accessibility easier for all. • Received 97 new items / library materials; DVD's from Micronesian Seminar • LRC User Guide available / distributed to students. • Conducted library orientations to many classes including Upward Bound students. • Follett system is back in operation and new books are not catalogued and input into system. • AV Room is set up and accessible for use by students and faculty as of March 2010. **Chuuk Campus [CC]:** Mr. Roger Arnold is developing modules for short term training in computer literacy, customer service and business management. Lorraine Enlet, Melody Nokar, Keteny Shirai and Faith Sos are doing tutoring services to students in the Math and Science office. They are work study students. Number of patrons come to LRC for the following purpose in January 2010 = 1,858 February 2010 = 2,506 and in March 2010 = 3,484 MITC personnel along with work study students assist instructors who needed media services to show films or movies for their classes. The submission of the AS degree proposal for Business Administration is in the process. Math and Science had invited COMFSM alum who is teaching in the outer islands to teach local measurement using parts of your bodies beginning with the finger and up.

	Four curriculum committee meetings resulting in approval of four new PH courses recommended for approval, six CIS course outlines modified A new course outline format was adapted to l includes assessment strategies to ensure more quality and consistency in course delivery across campuses. The revised "Catalog in Force" policy was approved and adopted by the board for Fall 10 implementation. **Chuuk Campus [CC]:** Creating of Business modules Math and Science tutors LRC continues its services to students MITC assist instructors in showing movies for classes Business and Computer working on AS in Business Admin to be extended to Chuuk Campus. Math and Science guest speaker on local measurement for online course. **Pohnpei Campus [PC]:** • Collaborative efforts between instructional affairs and student services in the identification of potential graduates for the upcoming semester enabled strategic class scheduling for summer and fall 2010 which will provide students with the required courses for timely completion. • 3 Agriculture and Food Technology students from Pohnpei Campus participated in a learning experience excursion to UOG and PCC. • The annual Math & Science Quiz Bowls were conducted as another means of enhancing skills in math and science and to promote interest in these areas. 22 teams consisting of 2 students each and 9 individual students participated in the math and science quiz bowls respectively. Winners were provided with gift certificates. • Academic advisors provided assistance to students with midterm deficiencies and course selection for summer 2010.	

Yap Campus:
Spring 2010

1. 16 remedial courses
2. 24 college level courses including voc ed and HATP

LRC Activities (January-March 2010)
Programs/Services

	CC	FMI	KC	PC	NC	YC
Patrons usage			745	6,426	25,197	5355
Reserved materials				33	785	310
Materials circulated (all)			110	322	2,808	2323
Visitors using computers				10	46	5

LRC computer usage (January-March 2010)

	CC	FMI	KC	PC	NC	YC
General application			132	1,193	4,544	1540
Reference			583		6,989	510
Email					3,953	598
Technical assistance			4	66	326	119

LRC Reference Encounters (January-March 2010)

	CC	FMI	KC	PC	NC	YC
Reference encounters			No data	23	474	107

Teacher Corps Program successfully engages 28 students who currently participating good standing academic with GPA 3.0 in their teacher training programs.

1B: Make developmental courses an institutional priority	**President:** Continue to monitor the retention rate data for all programs. This will help the College to determine the quality of instructional and student services programs at the college. 2. Submitted a substantial change report on developmental education for their review and action during the week of January 26, 2010. **Vice President for Cooperative Research and Extension (VPCRE):** • CRE provided funds for Student Experiential travel to Palau and Guam through CariPac project and COM-LGP funds • CRE staff provide adjunct instructional services as needed in agriculture programs • Farm and facility tours • External experts are encouraged to provide training on campuses and to include students • CRE staff participate in campus and systems committee meetings **VPIA:** WASC approved the recommended change in the developmental program. The new program will be implemented fall 2010. 65 developmental level ESL class sections and 33 developmental math class sections included in the COM-FSM Spring 10 semester schedule to meet student needs. **Chuuk Campus:** IC meeting in Pohnpei 3/22-25/2010 **Kosrae Campus:** Ten developmental courses were administered in Spring 2010 and in draft seven to be offered in Summer 2010. **Pohnpei Campus:** Spring 2010, 16 remedial courses in English, Math, Social Science, and Science were offered out of a total of 40 classes.	**VPCRE:** • 3 students from each of Kosrae, Pohnpei and National campus Agriculture programs and three instructors visited Palau (PCC) and Guam (UOG) to learn about agriculture entrepreneur opportunities and educational opportunities in this areas – part of the CariPac consortium effort and partial funding from COM-LGP as travel scholarships • Students are sharing the experience with peers through classroom presentations • In Pohnpei and in Yap this semester • Students are encouraged to visit CRE facilities to appreciate Ag. Professions • NRCS provided soil science training in Yap, NMC Researcher Dr. Sabaldica provided information on Medicinal plants used for veterinary use in Kosrae **Chuuk Campus:** During the meeting in Palikir, the ICs and VPIA and other key persons at National Campus met on how the new developmental course will take place in the Fall 2010. Recommendations were made to the Admissions committee on criteria set for incoming freshmen as a result of the COMET.
1C: Enhance faculty involvement in the college	**Chuuk Campus [CK]:** Participation in General Education Assessment Full participation of faculty, staff and students in the WASC visit **Kosrae Campus:** Faculty members involved in orientation, advisement, and	

	registration of students for Spring semester. **Pohnpei Campus:** Faculty members have been very much involved in the fundraising activities for the Endowment Fund and the Founding Day celebration activities on March 30th. **Yap Campus:** • Faculty members participate in ad hoc committee to recruit new faculty members and Instructional Coordinator. • Faculty members are actively participating in the assessment of courses and instructional programs. • Faculties are also members of various standing committees of the college system wide. IC regularly attends the Curriculum Committee meetings. • New Instructional Coordinator came on board on January 21st and is actively involving all faculty members in all issues of the college, especially those relating to instructional programs. • IC attended meeting at National Campus to discuss many issues, especially the Developmental Education Plans.	**Chuuk Campus [CC]** The turnout of the Staff Development Day was very high and well attended. The Counseling Study Hall was packed with instructors, staff, maintenance and custodians and security guards. The faculties from your division of business and computer participated in assessing the General Education Requirements by filling out the matrix pertain to our division. It was a learning experience for some of us. Prior to the visit of WASC representative Mr. David Clark, the campus was like a theatre with rehearsal here and there in preparation for the visit. When the time came, everyone was ready with their own presentations and welcome. It was a wonderful success for Chuuk Campus.

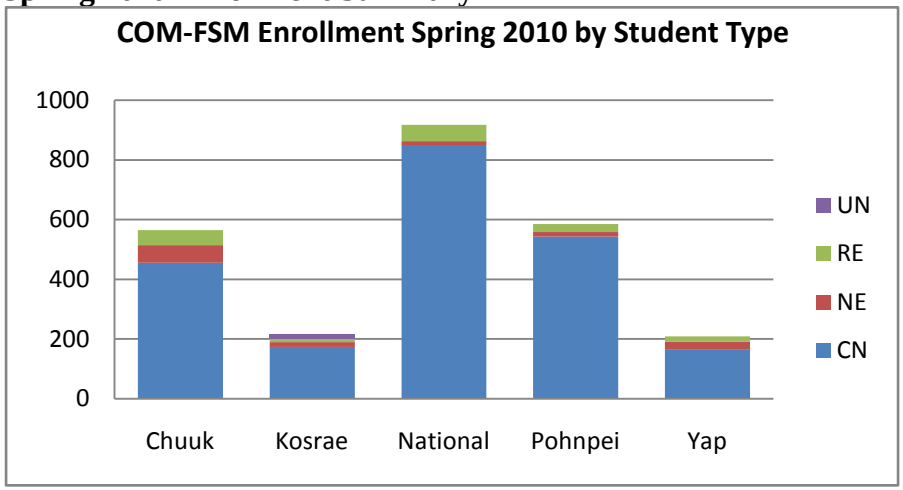
Strategic goal 2: Provide institutional support to foster student success and satisfaction

Objectives	Accomplishments	Comments/additional detail
2A: Promote strategic enrollment management for the college	**President:** Courses with enrollment below minimum enrollment will be eliminated from class schedules at all campuses and students in these courses will be placed in high demand courses. 2. Continue to monitor the system wide enrollment indicators to make sure that all campuses are in compliance with established policies. **Spring 2010 Enrollment by Gender and Campus**	**VPAS:** • Enrollments at all campuses have been very challenging due to several factors. One is the outmigration of the college age group to the US. • Secondly, students performance on the COM-FSM entrance exam has not been very good.

	Chuuk	FMI	Kosrae	National	Pohnpei	Yap	Total
Male	238	115	404	311	89	1157	
Female	327	101	514	274	120	1336	
Total	565	216	918	523	209	2493	

March 2010 Meeting
Spring 2010 (Enrollment) by Student Type

Spring 2010 Enrollment Summary



Spring 2010 Enrollment by Student Type

studentType	Chuuk	Kosrae	National	Pohnpei	Yap	total	%
CN	455	174	850	543	164	2186	87.7%
NE	59	16	13	15	27	130	5.2%
RE	51	13	55	27	18	164	6.6%
UN		13				13	0.5%
Total	**565**	**216**	**918**	**585**	**209**	**2493**	**100.0%**

Pohnpei Campus:

- 23 certificate of attendance were sent to Social Security office.
- 193 Withdrawal Cards were sent down to the National Campus.
- 47 Change of Major applications were sent down to the National Campus.
- 481 students were reported in the Spring 2010 Mid-Term Deficiency Report
- 55 students withdraw from their classes by instructors due to absences
- 8 Change of Grades received from instructor and forwarded to NC.
- 4 Re-Admission Applications for summer 2010 were sent to Admissions Board.
- 15 students withdrawal or clearance from COM-FSM this semester
- 30 Transcript Request forms were sent to NC
- 16 Admission Documents for Spring 2020 were received from students and forwarded to National Campus OAR
- All the fall 2009 grade reports were turned in and sent to National Campus OAR on December 2009.
- Received a total of 8 Pell award transfers awarding 531 students with a total revenue of $1,289,462 per the breakdown below:

-Pell transfer #93 awarding 474 students at $1,158,378
-Pell transfer #103 awarding 7 students at $16,720
-Pell Transfer #108 awarding 7 students at $16,720
-Pell Transfer #110 awarding 5 students at $9,363
-Pell Transfer #115 awarding 17 students at $42,802

	Vice President Administrative Services (VPAS) Our data is showing that we are getting more new students to the National campus this semester. **Research and Planning[IRPO]:** Update enrollment and retention data for Spring 2010 and student achievement data for Fall 2009 for use in enrolment management decision making. **OARR** 1. Processed 54 applications for readmission; 12 applications for the 2nd degree; and 23 applications for the 3rd year CA programs. Processed applications had been forwarded to the Committee on Recruitment, Admissions, and Retentions for review/consideration and were approved by the COM-FSM President. 2. Processed 44 certificates of attendance for FSM Social Security to support students' applications for FSM Social Security benefits/scholarships. 3. Processed and released 28 certificates of enrollment to support scholarship applications, and others. 4. Based from the November 2009 COMET, recommended admissions of 139 students into the degree programs, and 575 students into the certificate programs. The COM-FSM President approved these recommendations. 5. Recommended that early registration for summer 2010 be offered college-wide beginning April 5-9, 2010. COM-FSM President approved this recommendation, March 22, 2010. 6. OARR Director facilitated workshop or orientation on the college's admission procedure and criteria, academic polices and others to TSP and UB participants from Pohnpei, Kosrae, Yap, and the Marshall Islands. **Student Life:** Currently there are 68 female residents and 56 male residents. There are 15 female residents from Kosrae, 23 female residents from Chuuk, 29 female residents from Yap and 1 female resident from the Republic of the Marshall Islands. There are 9 male residents from Kosrae, there are 30 male residents from Yap and 17 male residents from Chuuk. The college works towards promoting the college to all FSM High School Juniors thru the Upward Bound program by facilitating the Upward Bound college orientation week. **Chuuk Campus [CC]:** Business and Computer developing modules for short term training The Director has submitted proposal for Bridging the Gap to DOE Chuuk. 3rd Year Course offering	-Pell Transfer #118 awarding 11 students at $20,735 -Pell transfer #121 awarding 5 students at $13,375 -Pell transfer #123 awarding 5 students at $11,369 ▪ Issued a total of 440 charge authorizations to students enabling them to charge textbooks and their school supply needs with the last day being January 29. ▪ Identified 14 students eligible for financial aid appeal/contract assistance. Of the 14, 7 have been forwarded to the Director of Financial Aid for review and approval. ▪ Assisted 24 both new and continuing students apply for financial aid for this semester, spring 2010. ▪ Assisted 22 new and returning students apply for financial aid for spring 2010. Most of these student files have been transmitted to the NC FAO for further processing and awarding. So far, two student files transmittals have been submitted with a total of 26 files ▪ Transmitted 13 State scholarship applications for both Pohnpei and Chuuk to National Campus Financial Aid Office for further processing and submission to the respective scholarship offices. ▪ Of the 132 work study students this semester, spring 2010, 20 have already exhausted their hours and the remaining 112 are still reporting to their work-stations to working towards completion of their hours. Rating of these student workers so far have been satisfactory and no complaints have been reported. Since we are towards the end of the semester, we are in the process of preparing and distributing work-study surveys to employers for evaluation and improvement purposes.

	Pohnpei Campus: • The projected number of students for spring is 525 with a total of 6,825 credits hours. The current actual credit hours for the 585 students enrolled is 6,921. Spring enrollment is 60 students over the projection or 96 credit hours over the projection. • Student Services staff have been doing their jobs diligently to promote enrollment management for the Campus**.** The result indicated that they were successful in their efforts. Please **s**ee details in the next column. • Financial Aid Office staff conducted work-study workshop for spring 2010 awardees. The purpose of this activity is to feed the students with all the necessary information that they need to know before they commence work with their assigned employers. A total of 110 students attended. Allocation for Pohnpei Campus is 120 positions to be distributed to 44 employers both on-campus and off-campus. • A FAFSA renewal workshop tryout was held in Computer Room #12. The tryout was followed by 3 1-week long workshops held during the months of February and March with a total of 219 students attended. With Summer Semester now being the head of the school year, students are being encouraged to file renewals prior to summer. Another session is scheduled for the week of April 12. The target here is to get most of the student population financially ready by summer 2010. • The service counter of the Student Services Center is open from 8-5pm every day to assist students with their Financial Aid/Admissions and Records needs. Students' needs are also addressed electronically. For March 2010, a total of 407 students made use of this service and were provided with the necessary assistance sought. • Pohnpei Campus SEG work-study allocation has been increased to 130 positions at $250 award which totals to $32,500.00. A big kalahngan goes to the Director of Financial Aid and the Work-Study Coordinator for their continuous support provided to our students. With the increase, we will be able to accommodate requests as needed.	**CC:** If modules are done and approved, enrollment for the college will increase with number of participants joining the short term training. The director has submitted draft proposal for Bridging the Gap to DOE and other grant awarding agencies to take in high school graduates who did not pass the COMET to go through a bridging program so they can successfully transit into college. A written proposal for 3rd year courses has been submitted for review and approval by the Director.

Yap Campus:
Spring 2010 Data:

PROGRAMS

Degree	
Agriculture	
Business Admin.	13
CIS	11
Const/Electricity-Adv.Cert.	
Electronics-AAS	
Elem. Ed.	29
Teacher Prep	9
LA Media	
LA-HCOP	5
LA-Special Ed.	1
Liberal Arts	15
Marine Science	1
Micro. Studies	
Hotel Management	2
Subtotal	**86**
Certificate	
Const./Electricity-Cert.	5
Electronics-Cert.	8
General Studies	**92**
CHS	15
Subtotal	**120**
Audit	3
TOTAL	**209**

Sex	
Male	89
Female	120
Total	209

Status	
New	27
Continuing	164
Returning	18
Total	209

Registration	
Certificate	120
Freshmen	44
Sophomores	42
Audit	3
Total	209

Enrollment Status	
Audit	3
less 1/2 time	18
1/2 time	25
3/4 time	39
full time	124
Total	209

Note: most popular degrees sought by students are: Business, CIS, LA, and Elem. Ed.

Yap campus:
COMET administered to a total of 188 students at high schools and Yap Campus. COMET was not administered to students at the high school in Woleai due to suspension of PMA flights there. Runway is damaged. Tentative plan right now is to send a staff on board the ship to Neighboring Islands to administer the COMET at the Woleai High School and recruit on all islands during the field trip.

2B: Become more student-centered in the development of specific college system policies and procedures	**President:** 1. Started assisting students with payment of past dues to enable them to registered early for their summer/fall 2010 courses 3. Continue to upgrade and expand SIS database so early interventions can be taken on students academic needs. **VPAS:** We have stated in paper that we are a student centered college but in practice we have not really done so much to be one. We need to get real and address this now. **IRPO** Performance budget development and presentations have emphasized student status and achievement in presentations to BOR, standing committees, FSM congress committee on Education and FSM Executive Budget Review Committee to assist in review of the 2011 budget. **OARR** 1. Processed 454 academic transcripts to support scholarship applications transfer to four-year HE's, job applications, and others. 2. Prepared 127 academic dossiers for new and/or transfer students. 3. Processed 34 degrees and 7 certificates as proof of successful program completion. 4. Released 74 degrees and 10 certificates of achievement as proofs of successful program completion. **Student Life: Sports and Recreation** ➢ College of Micronesia – FSM 2010 Founding Day Ball Games: The expected number of teams participated in the 2010 Founding Day ball games increased by 1% as a new group enrolled in the games. So with that it led us to an outcome of women participation in the league increased from about 15% to 20% of the female athletic student population. As for the males, the % of male athletic students also increased by a % so with that the % rate of male athletics increased from 40% to about 43% of the male athletic student's population. As the result of the College leagues, the students built up their courage and motivated them to compete in the higher levels of competition and at the same time expose their skills and knowledge to the community. Some of these young athletes will be representing their respective State in the upcoming Micro Games in Palau, Commencing August 1st to 10th 2010. ➢ It is a tradition that we provide awards to the successful organizations (teams) and the most outstanding player. These individual students stand out among all the students participating in the league with very outstanding performances and skills and sportsmanship leadership. ➢ Individual Awards (Outstanding Players) - In the Basketball League . Jacobson Kibby – Kosrae Students Organization . Magen Yamagchi – Yap students Organization	**VPAS:** More work is needed in this area to have everyone plan toward a real student centered institution. **VPCRE:** Two certificate students from Pohnpei Campus transferred to the AAS program this semester **VPSS:** Subjects covered were: The 2010 Self Study, Accreditation, Student Services Program Rubrics, Functional Responsibilities, and Student Services Program Review/Assessment.

	- In the Volleyball League . Ceasar Immanuel – Mo Chuu Students Organization . Jessica Herry – MoChuu Students Organization - In the Softball League . Princetin Santos – Pohnpei National Students Organization . Carmen Simiron – Chuuk Students Organization - These individuals received gift certificates worth of $25.00 for anything in the COM-FSM National Campus Bookstore. ➢ Categories of Awards: 1st, 2nd and 3rd places in the ball games. Founding 2010 Ball Game Results: In Softball Men, 1st place Kosrae Students Organization, 2nd NuKap Students Organization, and 3rd Pohnpei National Students Organization; Softball Women, 1st place Chuuk Girls, 2nd Kosrae Girls, and 3rd Pohnpei National Girls; In the Basketball Category for Men, 1st place Yap, 2nd Pohnpei Campus, & 3rd Kosrae; Basketball Women, 1st place Yap, 2nd Chuuk & 3rd Pohnpei National; In the Volleyball Category for Men, 1st place Pohnpei Campus, 2nd MoChuu and 3rd Sapwuafik. ➢ Track & Field Results: Though faculty, staff and students participation may be low this year but we still have a successful day. As all the events points added together the result is a s followed: Chuuk 181 points, Pohnpei Campus 148 points, Pohnpei National 83 points, Yap 73 points, Kosrae 43 points, NuKap 18 points, Sapwuafik 9 points and MoChuu 7 points. PingMok participated in the ball games but was unable to celebrate with the rest of student organizations. ➢ Statistics rate of our students trying out for Team Pohnpei in all the 12 Sports that Pohnpei is participating in in the upcoming Micro Games in Palau is: males 8% of male student athlete population and females 5% of female student athlete population. ➢ Daily facility user's statistics from the logging with in this reporting period. Male students – 596 and Female students 95. Weight Room users – males 99 and females 3. ➢ Activities held at the gym for the past few months and estimated number of participants. Daily ESS classes, SBA social function, Clubs dance nights, SSSP Valentine, Staff Development, ECE Parents workshop, Women's Day Annual Celebration, PNI Students Organization Mini Coronation, College of Micronesia – FSM Coronation. Observations from the support staff in all the activities took place at the gym; the % rate of women is more than that of men. The Estimated number of people utilized the gym with in this reporting period is about 10,000. Out of this number 75% were females and 25% were males.	

	VPCRE: VP-CRE supports Ag. Programs under the CariPac program **VPIA:** A course articulation matrix with Guam Community College was developed for articulation and as clearing house mechanism. **VPSS:** VPSS conducted site visits to Yap and Chuuk Campuses for an annual site monitoring visit. This is to enhance the department of student services' ability to communicate with the student services staff, students and the campus directors. **Chuuk Campus [CC]:** Certificate programs offering **Kosrae Campus:** Processed one student to transfer to third year certificate program for summer 2010. **Pohnpei Campus:** Reports on SBA involvement/participation in any college activities regarding policies and procedures • New SBA Officers elected this spring semester 2010 to replace officers who have transferred to National Campus. Newly elected officers are: Sebastian Tairuwepiy – President; Mercedes Tiningmow – Treasurer. Officers participate in the biweekly campus management team meetings. Also, they take the lead in planning and organizing student activities for all, including orientation for new students, welcome luncheon, SBA meeting (137 students in attendance), Ice Cream social, Fun Nite, Early Registration training of faculty and students, movie nites, Founding Day activities, and Health Fair sponsored by Health Services Department. • SBA Officers participated in Staff Development Day on Feb. 19th. They presented via skits issues and problems they face regarding students' views of instructors, different teaching methods employed by different faculty members, etc. It was a very eye opening presentations by students.	**CC:** Additional certificate programs have been announced to begin Fall 2010 in the following areas: Agriculture & Food Tech, Secretarial Science, Basic Carpentry, Basic Electronic, Masonry, Building Construction, and Bookkeeping are to be offered to meet needs of students enrolled.
2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness	**President:** 1. Established course articulation agreement with Tokyo University of Marine and Technology. This agreement also allows the COM-FSM to explore options of establishing faculty, researchers, and students between the two institutions. **VPIA:** With the implementation of the new developmental education program, a new set of entrance criteria was proposed. After evaluating the 2010 COMET scores, the proposed admissions criteria was lowered to help high schools and the college phase into the higher standards set by the new program. The lowered criteria are actually higher than before and set a standard rather than admitting X number of students.	

and self-value

VPSS:

The mid-year graduation ceremony was held on Dec 18, 2009. Well over 100 students graduated.

January-March 2010 # of Counseling Contacts

	CC	FMI	KC	PC	NC	YC
M			37	66	129	68
F			35	89	98	86
T			72	155	226	154

SEG SEOG/CWS Spring 2010 (#/Amount)

SEG /CWS Spring 2010 (#/Amount)

	CC	FMI	KC	PC	NC	YC
M	25/3,687.50	43/6,020.00	3/171.25	64/10,444.75	147/26,047.75	9/1,307.50
F	30/5,154.50		4/195.00	65/10,931.00	228/37,540.75	14/1,649.25
T	55/8842	43/6020.00	7/366.25	129/21375.75	375/63588.5	23/2956.75

Tutorial services January-March 2010

	CC	FMI	KC	PC	NC	YC
M	No data	No data	No data	61	33	52
F	No data	No data	No data	107	18	75
T	No data	No data	No data	168	51	127

OARR

1. Performed initial degree audits for program completion of the following applicants for Spring 2010 graduation:

National Campus	100
Chuuk Campus	15
Yap Campus	19
Kosrae Campus	4
Pohnpei Campus	14
TOTAL APPLICANTS	152

2. Released the college-wide 2010.1 mid-term deficiency reports. Students who had been placed on mid-term deficiency were referred to their academic advisors for counsel, early intervention, and others.

Counseling:

To assist students who are graduating this semester who are planning to transfer abroad, a transfer workshop was conducted to provide information t the students.

Test anxiety/test taking tips workshop was conducted to assist students prepare for mid-term exams.

Six tutors have been hired for Spring semester in the subjects of Math, English, Education, Law, Social and Natural Science courses for the A+ Center.

Pohnpei Campus:
Spring 2010 Enrollment Breakdown By Program

Major	# of Students
Building Technology	**22**
Electronic Technology	**16**
Telecommunication Technology	**06**
Hospitality Tourism Management	**35**
Agriculture & Food Technology	**32**
Bookkeeping	**18**
Secretarial Science	**06**
General Studies	**264**
Building Maintenance and Repair	**24**
Carpentry	**01**
Construction electricity	**22**
Cabinet Making	**02**
Electronic Engineering Technology	**24**
Motor Vehicle Mechanic	**19**
Refrigeration and Air Conditioning	**12**
Others	**82**

Student Support Services Program [SSSP]:

Table 1. December – February # of Contacts & visits

Counseling and Advising	Male	Female	Total
Academic Advising	22	25	47
Counseling	2	3	5
Mentoring	6	25	31
Computer lab & office visits	90	108	198

Table 2. Tutoring Contacts

Tutoring	Male	Female	Total
Individual	36	62	98
Professional	3	2	5
Group tutoring	2	4	6

Table 3. Workshops and other activities (138 total students)

Activities/Workshops	Male	Female	Total
Mentoring workshop	13	29	42
Financial Aid Workshop	35	50	85
Healthy Relationship	21	34	55
Valentines Dance	6	18	24
Accreditation workshop	24	43	67

Table 4. Fall 2009 graduates and transfers

	male	female	Total
Graduated	9	9	18
Transfer (Hilo & Manoa	4(3 Hilo)	1 (Hilo)	5

	male	Female	Total
Spring General Assembly	25	51	76
SSS participants retained	63	75	138

SSSP:

To promote the persistence, retention and graduation rate of eligible SSS first-year generation and low-income participants, program continues to provide services and facilitate workshops and activities to 138 students. At such, students will benefit from the tutoring, advising and counseling, and mentoring services. Providing these services will guaranteed by students' success and access.

On January 29, the SSS staff facilitated a general assembly for the participants. At this assembly students are provided with the spring calendar of enrichment activities and workshops and other related information.

On February 1, the Mentoring Specialist facilitated an informational workshop on mentor/mentee partnership.

On February 3, the SSS counselor coordinated a workshop with the FAO staff to provide the participants updated information concerning Pell Grant for 2010 -2011.

On February 12, Mariana Ben-Dereas facilitated an informational workshop on Healthy Relationship. Students learned information on six factors that contributes to a /healthy relationship.

On March 3 and 5 – Social Studies Instructor Delihna Manual facilitated the workshops to provide students the information necessary for them to learn new tips in preparing for their exams and their writing research papers.

March 3 – Study Skills workshop
March 5 – Writing skills workshop

Mid-term - 86 participants were placed on mid-term deficiency, and of these 69 received counseling and academic advising. and are being referred for tutoring.

Table 5 – March activity - total of students received services

Services	Total
Tutoring	45
Academic Advising	96
Mentoring	48
Informational Workshops --Writing skills --Study Skills --Accreditation Visit	 43 38 66

2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious

President:

1. Approval of the constructions of student services centers, learning resources center, and more classrooms by JEMCO at Chuuk, Kosrae, Pohnpei, and Yap Campuses will create friendly environment for students.
2. College provides peer counseling, health related services, and observations of Aids Day, Diabetes Day on campus are educational programs that make students more health conscious.
3. Signing of the Drug Abuse Contract with FSM Health Services Department will provide health education programs for our students.

Student Life:

The Office of the Director continued to work closely with the three divisions to ensure that we maintain a student-friendly campus environment which as a result continued to encourage and enables students to be health conscious.

♦ *The following is the breakdown of the total number of visits to the dispensary during the reporting period and the reasons for the visits:*

Of the 2, 031 visits taken care of during the reporting period, 167 sought treatment for the flu/cold syndrome, 84 sought treatment for minor injuries, 247 sought treatment for generalized aches/pains/headaches, 42 sought treatment for eye/ear/nose-related problems, 60 sought treatment for skin diseases/infections, 40 sought treatment for gastro-intestinal (GI) related problems, 9 sought treatment for genitor-urinary related problems, 278 were counseled and provided information on reproductive health and other health-related problems, 88 requested usage of family planning/contraceptive methods, 27 were screened and counseled for STIs, 20 received the seasonal influenza vaccines, 488 received the H1N1 influenza vaccines, 123 were screened for non-Communicable diseases such as diabetes, hypertension and obesity etc., 10 were screened, counseled and provided information on

VPCRE:

CRE Facilities are used for student tours and demonstrations.

CC:

Results on promotions of health awareness and outreach programs.
The school nurse gave out medication and other basic first aid supplies to assist the students at the Faichuk Teacher Training Program in Netutu, Tol. They were greatly appreciative and the medication/supplies were well utilized.

PC:

Jan-March 2010# of visits to PC Gym

	January	**February**	**March**
M	**52**	**681**	**760**
F	**14**	**52**	**40**
T	**66**	**733**	**800**

	Communicable diseases such as Leprosy, TB, Chickenpox/Herpes Zoster etc. 203 sought treatment for health maintenance and/or prophylaxes, 9 requested prescription fills/refills, 45 were referred to other health clinics/agencies and 91 were for various reasons. ♦ To date, a total of six dormitory residents had contracted the chickenpox. All of them had recovered without any complications. ♦The outcome of the visit done by the Public Health H1N1 Influenza Vaccination team, a total of 488 students and staff were immunized against the H1N1 influenza virus. ♦ Prepared and submitted the following: 1. FY 2011 PBB & Smarter Objectives with Line Item Budget. 2. FY2011 Title X/Family Planning Program grant proposal with goals/objectives & proposed plan of activities, and the required Semi- Annual report. 3. Job Audit 4. 1st Quarter Performance Report 5. Family Planning Report for Peer Counseling Program 6. Immunization Report for Immunization Program, Pohnpei State 7. Board of Reagent Report ♦ Prepared and sent/shipped medical & pharmaceutical supplies to the Campus clinics in Chuuk and Kosrae. **SPORTS & RECREATION** • Founding Day: the teams participated in the ball games increased by 1% as a new group participated in the ball games. Women participated increased from 15% to 20% of the female athletic student population. As for males, there was an increase from 40% to 43% of male student population. As a result of the College leagues, the students start to build up their courage and motivated them to compete in the higher level of competition and at the same time expose them to the community. In fact, some of these young athletes will be representing their respective State in the upcoming Micro games in Palau. To continue to motivate these fine young men and women, Individual Awards were given to Outstanding players in each of the sports. In addition, team awards were also given to the teams based on the achievement by each team. As a result of the upcoming Micro games, 8% of male student athlete population and 5% of female population is trying for the 12 sports that Team Pohnpei will be participating in. Within the reporting period, there about 596 male students and 95 female students utilized the facility while 99 males and 3 females used the Weight Room. There were various activities/programs made use of the complex during the reporting period as well.	**Yap Campus**: <u>Student activities / presentations:</u> o Time Management, Alcohol & Drug Abuse, STI, Foreign Investment, Stress Management, Financial Aid workshops for yap campus students and Yap High School seniors, and UB students' parents / guardians, Health Fair, Advisement workshop, Accreditation Team visit, Cancer Walk-a-thon, Diabetes prevention and local diet promotion / cooking demo., and Founding Day on March 30th. o Recruitment Activity – Recruitment Team visited the Yap DOE staff to share information on college programs and services.

	Residence Halls (Dormitories) The Dorm Manager and Staff continued to promote health conscious through enforcement of existing dormitory rules and policies. In addition, orientation has been provided to new/transfer students as well as to visiting students from other schools within and around the area. **Pohnpei Campus:** • Information dissemination in poster forms from the Pohnpei Campus Health Clinic has occasionally been posted all over the campus by the Campus Enrichment Committee. • In working towards improvement of services to our students, the Student Services staff have been working with Island Food Community of Pohnpei (IFCP) in integrating healthier food in the menu at the Food Court. To encourage appreciation of local food, the Food Court serves only local food on Wednesdays this semester. To ensure that the students take advantage of the services offered, Pohnpei CES periodically schedules cooking demonstrations using local produces. The Campus Enrichment Committee also assists in this effort by conducting enrichment programs for students regarding benefits of local foods. **Peer Counseling:** During the activities stated above, there were 2,154 brochures distributed and used for all the events. An increase of 42% distributed used of brochures compared to last quarter.	**Peer Counseling:** Activities done this quarter are on family planning outreach (on campus and in high school and elementary schools that invited our services), Kick Butts Day, and Drug Awareness Day.

January-March 2010 Counseling Activities by Campus
 # Visits

	CC	FMI	KC	PC	NC	YC
Academic			72	67	125	211
Discipline			0	4	16	
Personal			0	0	0	38
Career			0	0	11	16
Transfer			12	6	15	
Other			0	78	60	217

January – March 2010 visits to Peer Counseling Centers.

	CC	FMI	KC	PC	YC	NC	Total
Family Planning	86	-	942	-	28	280	1,336
Financial Aid	9	-	0	-	22	10	41
Substance Abuse	153	-	25	-	26	44	248
Personal	7	-	2	-	31	2	42
Tutor	9	-	3	-	2	10	24
other	21	-	5	-	0	480	506
Total	285	-	977	-	10 9	826	2,197

Peer Counseling:
All other areas of counseling was increased with the exception of Family Planning which was 5.6% less compared to last quarter's.
* Yap's February report was missing for reporting.

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	**President:** 1. FSM Congress appropriated $9.24 million for construction of IDP projects at State Campuses at the end of their April 2010 session. This will provide adequate facilities at State Campuses. **VPAS:** • Facilitate the efforts in getting Chuuk Campus permanent site access road construction. Visited the new Chuuk Campus permanent site and recommended that the road continues to be constructed to reach the top of the Nantaku hill. Right now, it is only at the edge of the property. In Yap, disability accesses were constructed at certain buildings to provide easy access to services. • Chuuk campus power generator is still working properly. **Kosrae Campus** Periodic maintenance on vehicles and grounds maintenance equipment was performed. Lawn mowing and grass cutting in the yard and around campus were done. The Infrastructure Maintenance Funds was used for painting classrooms, offices, the bookstore and LRC. The YBK Construction was awarded the project and it is progressing, approximately 75% completed. A timetable was developed by the Director of Facilities and Maintenance which placed Kosrae Campus infrastructure projects: LRC and Student Services Center at pre-design phase in the March and April 2010. **Pohnpei Campus** CRE Employed three work-study students and been providing hands-on training in the fundamentals of extension work.	**VPAS:** Recently, Joakim Peter reported that the neighborhood was complaining of the noise and the smoke from the campus generator. We have asked the Chuuk campus director to meet with them and let them know that we will be working on completing the housing of the generator and modify the exhaust pipe of the generator to point to the sky not directly toward the housing nearby.

	• Maintenance completed survey and cost estimation for classrooms, office buildings and other facilities and structures to be renovated this summer using the IMF fund.
	• Botanical Garden continues to attract visitors both from the public and college community. Under the supervision of the instructor, the NC Ethno-botany class consisting of 26 students conducted first hand study of the botanical plants in the garden.
	
	Yap Campus
	• All buildings are being repaired and renovated in preparation for Accreditation Team visit on March 8th. All buildings on campus now meet ADA requirements making them accessible to all with special needs. The only building on campus that is not accessible is the second floor of the Voc. Ed. Bldg. where the faculty and maintenance offices are located plus 1 small classroom. Repairs and renovations continue after team visit.
	• Need for a tutoring center – a place where tutoring can take place and is conducive to learning.
	• <u>New Facilities:</u>
	  • Student Center & Classroom Building - PMU is managing the project which is currently under construction by Waab Transportation Company.
	  • Ground breaking ceremony held on February 27th at the construction site. Dignitaries present include FSM President Mori, Regents Mida and Figir, VP-Adm. Serv. Habuchmai, Gov. Anefal, US Ambassador Parhar, PMU representatives, Waab Trans. Co. CEO & staff.
	  • Completion date of project is August 5th, 2010.	

3B: Provide for maintenance and upkeep of grounds, facilities, and equipment	**President:** 1. FSM President Mori designated President of the College as the sub allotee of the IMF funds for the College. The designation is already in effect. The designation will expedite the College to access the IMF funds faster. College is now	**Presidents:** Infrastructure Funds of about $680,000 will be used on renovating facilities as well as re-painting the facilities before the accreditation team visit.

	accessing these funds to continue to renovate facilities at all campuses 2. Renovations and repainting of facilities at all campuses have started and will continue after the accreditation team visit... 3. Approved Special Contracts for over 8 maintenance staff to provide cleaning of facilities at all campuses. **VPAS:** Provided overall oversight to the Maintenance division. Secure contracts for maintenance personnel special contract renewal for grounds, facilities, and security **Maintenance:** • College received funding from compact Infrastructure Maintenance Funds in the following amounts. FY 2006 $105,568.00 FY2007 $118,750.00 FY2008 $114,643.00 • Funds have been used to initiate maintenance activities throughout the campuses. • 4- AC units have been installed using the environment friendly refrigerant "PURON or R410A". Units are most efficient and well as more silent. • 183 work orders completed for Jan & Feb. work requested completed, 14 pending. • Cleared leaching field area. **VPCRE:** CRE Pohnpei: CES staff regularly cleans inside and outside CES office. In addition, staff is trying to beautify the campus by planting food crops around CES office. 100 papayas have been planted around CES office. **Pohnpei Campus:** Maintenance crew performed the followings: • Constructed side-walks in lower campus • Installed 2 air-conditioning units in classrooms • Continued to maintain building structures including repair of furniture, electrical and plumbing fixtures • Installed fire extinguishers in designated office buildings • Continue to perform ground maintenance in upper and lower campus areas	**VPAS:** Continue to sign off on all special contracts for the department.

	• Performed daily housekeeping in offices and classrooms • Periodic survey and maintenance of vehicles **Yap Campus:** • All voc ed and maintenance equipment and tools are cleaned and maintained on a monthly basis. • Contractor on special contract provide ground maintenance every two weeks. • 2 janitors on special contracts clean the classrooms, labs, restrooms, offices, and koyeng on a daily basis. • Central AC Unit for Office has been replaced during the holidays. All AC units on campus are functional and maintained. Smaller Central AC Unit will need to be replaced with a split type AC unit because it is cooling only the one big classroom in the Admin. Bldg. This is underway. • Energy Conservation & Management: o Admin Bldg has insulation in the ceiling o Computer Lab Bldg. has insulation in ceiling, wall, and windows o All computers, printers, copiers, AC units, etc. are turned off at the end of each working day and the duration of weekends	
3C: Provide for a safe, secure and effective college environment	**President:** 1. Approved contracts for security guards to provide security services at all campuses. 2. FSM Congress appropriated $100,000 for continuation of lease agreement for the FSM-FMI. **VPSS:** ▪ Update on Student Health Insurance: **Option1:** Dorm Residents Individual Basic Plan 100% $14.30 (bi-weekly payment) $14.30 x 26 pp=$372 per annum. 99 students currently not insured: College pays 50% ($7.15x26 payments=$186 per annum x 99+$18,414. College pays 100% ($14.30x26 payments=$186 per annum x 99=$36,808. 136 total dorm residents (spring 2010):	**VPSS:** ▪ Recommendation: Mandate for all dorm students to enroll in MICARE Insurance. **Maintenance:** • January 544 gallons and Feb. 561 Gallon of fuel used. • Dorm interior have been painted. • Classroom exterior also painted. ▪ Increase health fee to subsidize the program: Currently $15 health fee Increase to $25 **IT:**

College pays 50% ($7.15 x 26 payments = $25,282 per annum.
College pays 100% ($14.30 x 26 payments x 136 = $50,000 per annum.

Option 2: COM-FSM College Wide Enrollment: 1,246 students NOT insurance (students will be encouraged to enroll).
College pays full plan 100% (1,246 x $14.30 x 26 payments =$463,263 per annum.
College to subsidize 50% (1,246 x $7.15 x 26 payments per annum = $231,631.

Option 3: MICARE program will be an option to interested students (board and non-boarding students)

- VPSS met with the dorm students and staff regarding vandalism in the men's dorm. The main points discussed were: empowerment of students to be more responsible, staff to treat the students with respect and vise versa, to be a good citizen, the college belongs to them, sense of ownership and belonging, and civic responsibility. It was a very participatory meeting, students suggesting kind of activities and objectives to accomplish them for the good of the dorm community.

Yap Campus:

- All campus facilities were inspected and a maintenance plan put in place for all necessary repairs and renovations which are still ongoing. IMF funds have made this possible.
- Disaster Preparedness Team is already established with 11 members consisting of staff and faculty. Team is now working on a campus Disaster Preparedness Plan.
- Ongoing activities include a Preventive Maintenance Plan and Campus Safety Plan.

Kb/s Data Traffic by Main Gateway per minute average for 2nd Quarter 2010:

*kb/s = Kilobits Per Second (source; mrtg. graphs)

Chuuk	In	79.0 kb/s (15.4%)
	Out	17.5 kb/s (3.4%)
Kosrae	In	118.2 kb/s (23.1%) 118 (23.1%
	Out	18.2 kb/s (3.6%)
National/PNI	In	689.4 kb/s (67.3%)
	Out	291.8 kb/s (28.5%)
Yap/FMI	In	118.5 kb/s (23.1%)
	Out	23.0 kb/s (4.5%)

Others

System/Server issues and information:

All NAS scheduled backups of primary systems and data are on schedule and successful.

	Information Technology [IT]: **System-wide Virus/Exploit attempts per month for 2nd Quarter 2010:** January **0** Febuary **5** March **2** **System-wide e-mail identified as potential SPAM per month 1st Quarter 2010:** January **76837** Febuary **94324** March **114863** **System-wide High Score SPAM e-mail Deleted per month for 1st Quarter 2010:** January **63266** Febuary **79907** March **95578** The Generator house for the national campus Server room and administration building construction has begun.	IT is seeking has secured funding from the ICT Committee for construction of the generator house. **Security: National Campus** • Arrests: 3 cases. • Liquor Law Violation: 69 • 4 fire system inspection. No fire drill conducted.

Strategic goal 4: Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4A: Enhance communications pathways	**President:** 1. Continue to use Shared Governance structure at the College to enhance communication pathways. 2. Hiring of a full-time web page developer during October 2009 will improve the communication pathways at the College. This position will enhance communication system wide by posting things on website quickly for the college community members to access. 3. Completed and implemented the Communication Plan for the College. **VPAS:** • Continue to send cabinet meeting information to the program directors and campus directors for dissemination to the campus staff and faculty. • Participated in the writing of the Communication Plan for the college. This plan has been completed and ready for review and approval by PRC and Cabinet. • Visited Chuuk and Yap to monitor their progress on facilities renovations and other pending matters to be addressed. For instance, the Nantaku road construction and power generation for Chuuk campus. Attended on behalf of the college the ground breaking ceremony at Yap campus for the two new buildings to be constructed by Waab Construction Company. These two buildings are the first two IDP buildings to be constructed in Yap. Regents Mary Figir and Kasio Mida participated in this ceremony. • COM-FSM and COM-LGP as well as funding agencies • CRE Committee minutes were provided to the President **Pohnpei Campus:** • 28 instructional staff and faculty had the opportunity to meet with the VPIA during her monitor visit to Pohnpei Campus on February 23, 2010. Knowledge gained from the meeting included how the College's participatory	**Yap Campus:** • The campus admin has an open door policy which encourages students to walk in to ask questions, share ideas, and/or bring to attention complaints & concerns. • Faculty workshops / meetings once a month. • Student Services staffs meet biweekly to plan and coordinate activities. • Management team meetings biweekly with SBA officers invited. • CRE staff becoming more involved in campus activities, including attending biweekly staff meetings. • Information from all cabinet members is shared with all staff and faculty on campus via email. **IRPO:** Finalization expected before BOR meeting in March 2010.

	governance policy is being implemented, relevant areas in the self study report, roles and purpose of the ACCJC and guidelines on preparing for the WASC visit in March. • The Publications Committee of Pohnpei Campus revived the campus' newsletter starting spring 2010. Titled "The Purple Uhneipwa", this newsletter is a monthly school organ designed to inform all members of the Purple Team family of important news and events in the campus. "The Purple Uhneipwa" already had released two issues, one in January and another in February. Articles for the newsletter were taken from the contributions of the different divisions of Pohnpei Campus. • Received notice of new UB program officer Ms. Sheila Reiser and shared with the Administration. • UB Annual Performance was submitted on time to Washington for the first time without experiencing some technical difficulties as we always experienced in the past. **IRPO** Coordinated development of the college's communications plan. Draft developed by working group and distributed to the Planning and Resources Committee for comment. **VPCRE:** • CRE units maintain on-line reports • CRE provides reports as required and requested by	
4B: Provide communications infrastructure to support communication pathways	**President:** 1. Expansion of the College's network that took place during this quarter will support the communication pathways. 2. College has implemented the use of VOIP and teleconferences by the Standing Committees to support the communication pathways. 3. Implemented increase in tech fee to $100.00 during Spring Semester 2010. 4. Submitted a request to FSM Telecom to lay fiber optic lines from their headquarters in town to National Campus in Palikir.	**President:** College is looking into purchasing dishes to enhance its capabilities of using VOIP for improve communication between campuses. **VPAS:** • Funding for this might come from the CARIPAC grant. • The generator housing will be situated at the back side of the administration building. It will have an automatic switch.

	VPAS: • Continue to support IT plan to purchase satellite dishes to help upgrade our teleconferencing capability to all campus sites. • Work with IT to construct the Administration website. Ongoing process. • Plan the construction of the standby generator housing to back up the servers at the administration building. The housing of the generator will be $20,000 dollars and that will come from the IT fees. Contractor has been selected and notice to proceed has been issued. **Yap Campus:** • Internet connectivity for students', faculty, and staff's use if provided at all times. IT staff works hard to make sure it is operational, although it is a very challenging task. • A total of 6 students have wireless connectivity with own laptops. • IT Staff are repairing / maintaining all computers by buildings. From Dec. 2009 to March 2010, they have completed the computer lab, admin bldg., science lab bldg., CRE Research lab Bldg. Of computers in these buildings, only 2 need to be replaced. Building remaining is the vocational education. • Social Networking is closely monitored and only allowed daily from 3 – 4 pm for students. This has helped to improve our network bandwidth. • Standing Committee meetings via VoIP is not very successful and discouraging for us at Yap Campus. Too often the reception is too bad making our attempts to participate in meetings frustrating and pointless. • Campus Connections: Average connectivity = 34% daily basis Average connectivity = 14.7% weekly basis **IT:** We continue to work toward being able to have an alternate source of connectivity via satellite to further improve our communications capabilities like VoIP and possibly video conferencing.	

	With the assistance from the VPIA and VPCRE thru use of CaraPac funds, we have plans to proceed with the purchase of four Sky Edge Pro 1.2m VSAT Terminal from Hawaii Pacific Teleport (HPT) and proceed with plans to receive service on the GE23 satellite [(172E) ku-band footprints over the South West and South East Pacific.] Reoccurring cost will be budgeted and paid for by the Office of IT. The plan remains to use the additional bandwidth for intercampus video conference and VoIP capabilities to improve communications and be able to offer new services. FSMTC has submitted a new proposed tariff rate chart in light of Pohnpei islands new fiber optic cable. The chart is being reviewed. Some of the new figures are significantly different than the previous rates and we hope to have further discussion with fsmtc to determine the best options for the college to be able to maximize the new rates and bandwidth options. IT has asked for a portion of the SEG supplemental money granted to the college to help pay for a major wireless expansion project. The money would be used to pay for wireless equipment capable of covering entire campuses. We hope to be able to secure this funding to purchase this equipment so we can dramatically expand our wireless capabilities to be better able to serve our growing wireless network COM-FSM community at all campuses.	
4C: Enhance the college community's ability to communicate effectively	**President:** 1. Use of e-mail has been the widely mode of effective communication among the members of the College Community. 2. Conducted series of meetings for the Chairs of the standing committees regarding improving attendance at the standing committee meetings. 3. Reminded Committee Chairs of timely submissions of	**President:** Use of e-mail has been limited by the bandwidth and this is an external factor that College cannot control. **VPAS:** Developing plan to improve and guide internal and external communication at the college. (Ongoing)

	minutes of the Committee meetings for approval and distribution. **VPAS:** • Continue to work with Directors of campuses and program directors to enhance flow of communication between VPAS or administration and the state campuses. This is still a challenge but we are improving. Other department will need to help keep information flow to and from supervisees. **Developmental Community Relations [DCR]:** • Inform the community about activities and developments at the college through the writing and dissemination of press releases. **Pohnpei Campus:** Appropriate posters that are of general nature and are beneficial for the students, faculty and staff are occasionally posted all over the campus by Campus Enrichment Committee. **Yap Campus:** • New campus representatives have been assigned to committees at the national campus. The names of reps have been submitted last week. Committees include Accreditation, Curriculum, Finance, CRE, Sponsored Programs, Personnel, Staff Development, Planning & Resources, Admissions, Financial Aid, Student Services, Publications, and Endowment Fundraising Steering Committee. • The on-going assessment process will improve communication, at least for Yap Campus as we will need to work together as one team in order to accomplish all goals and objectives. • Assessment process and implementation plan for the campus has helped to improve communication between all staff and faculty on campus as it requires a team effort on the part of essentially everyone to achieve all the unit objectives and campus goals.	**DCR:** News Releases: • Chipen Is First Pohnpei Campus Graduate Of Revived Agriculture and Food Technology Certificate Program (http://www.comfsm.fm/news/releases/AFTCP.html) • College submits self study report to WASC (http://www.comfsm.fm/news/releases/WASCreportSubmitted.html) • Chancellor Serrano To Conduct Pre Visit To COM-FSM Before March Visit (http://www.comfsm.fm/news/releases/preVisitBySerrano.html) • College receives names of March visitors (http://www.comfsm.fm/news/releases/0210-02.html) • Chancellor Serrano completes pre-visit to COM-FSM (http://www.comfsm.fm/news/releases/0210-01.html) • WASC Visitors to Arrive in the FSM by March 6th (http://www.comfsm.fm/news/releases/0310-01.html) • WASC Team Visits all COM-FSM Campuses (http://www.comfsm.fm/news/releases/0310-02.html)

	IT: IT is in the process of replacing our main rack which supports our main network system servers. We are also in the process of replacing one of our primary network system servers and one primary DNS and central services server for the national campus. **IRPO:** Providing semester and trends data to allow the college to move to more evidence based discussions and decision making.	

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	**President:** 1. College continues to add funds into the staff development funds. The budgeted amount in fy 2010 is $50... 3. Three faculty members from 3 of the COM-FSM Campuses are now enrolled in the PREL Master Degree Programs. 7 other faculty and staff are currently enrolled in the online Master degree programs at different institutions like Capelle University, Walden University, University of Phoenix, and San Diego State University. 4. Conducted Staff Development Day 2010 at all campuses. The Staff Development Day 2010 was a success at all campuses and this will help our faculty/staff to be more effective, efficient and productive as well as to provide quality programs for our clients. **VPAS:** • Continue to work with the staff on the Masters Program on line with SDSU. So far we have three from the state campuses and two from the National campus. Muity Nokar dropped out from the Program for personal reasons. Inda Maipi dropped out earlier last year also for personal reasons. All requirements under this program will be completed by the end of this year 2010. All others under the program are still in the program. Mayleen	**VPAS:** • Xavier Yarofmal • Arthur Jonas • Pelma Palik • Lucy Donre **VPCRE:** • Three researchers and two extension agents attended • One researcher and one Extension agent gave training modules in WSARE Funded regional workshop in Saipan • Three PNI-CES Extension Agents attended a pesticide application safety training at EPA. The focus of the training were the safe use of chemicals, safety of users and the environment, and how to calibrate and delivery of chemicals to target and non-target area, and how to read labeling and storage of chemicals. • State CRE Coordinator attended a meeting for Pacific IHR National Focal Points and PPHSN-EPINET Representatives on Syndromic Surveillance for the Pacific and the FSM National Food Summit. **Chuuk Campus:** The workshop was well attended by all. Topics were

	Nanoto ran into transcript problem with UOG but has been resolved. **IRPO:** Provided training on IPEDS surveys to Human Resources, Financial Aid and Business Offices. **VPSS:** VPSS participated on the discussion panel about accreditation/self study in the college's annual staff development day. This is in preparation for the visiting team coming in March. **Peer Counseling:** PCC staff at the National Campus attended the Staff Development in February. The coordinator and her immediate supervisor will be attending the initial training for the Service to Science Academy (sponsored by the Center for the Application of Prevention Tech. through Center for Substance Abuse Prevention) in Saipan next month. Peer Trainer and Peer Educator from National Campus attended a workshop on "Youth Education Promoting Olympic Value. PCC Peer Educators are involved in the preparation of the National Youth Summit that will bring in youth from the FSM Nation and the other Pacific entities to Pohnpei State. Six new work-study students are undergoing training to do the Peer-to-Peer education on campus on Family Planning, Substance Abuse Prevention, HIV and AIDS and any health related topic to the program's mission. Yap PCC will be hiring its new Peer Educator soon. Staff are involved in the planning of the Founding Day. **Chuuk Campus** Workshop well attended Math and Science faculty members join PREL online	focused on the WASC standards, assessment and COMFSM Self Study. Miuty Nokar and Danilo Mamangon are enrolled in online course with PREL in Math Education. **Kosrae Campus:** In January of 2010 Willer Benjamin passed away. He was enrolled at UH-Manoa and took advantage of the Staff Development program. We will miss his humor and wisdom. **IRPO:** MS Access (data base) and MS Word training to be provided in spring semester. **Yap Campus:** Robert Yangerluo, Social Science Instructor, is not teaching this semester to focus on completing his thesis by end of May. **SSSP:** The afternoon session, 2 staff members and 7 tutors participated in the instruction sessions held in the MITC and 3 staff members attended the non-instruction sessions on Protocol for VIP, Internal & External written communication and Assessment and Closing the Loop. Following the Staff Development Day, SSS staff members met on February 24th and shared their impression of that day and how the information gained will help improve services within their respective functional responsibilities. The staff members have demonstrated best practices in phone etiquettes as a result of the Customer Services session. Peer Counseling: • Staff continued practicing answering the phone (the expected way) after the lecture given on Customer Service. • Staff will be able to document, and then evaluate the program better. • Will be able to encourage play fare and good sportsmanship to all. • Youth will learn more about the tragic disease; HIV/AIDS. • The work-study students will be equipped with

	Kosrae Campus • Arthur Jonas continues his studies at master's degree level with SDSU. • Renton Isaac is enrolled as an undergraduate at Walden University studying computer networking. **SSSP:** SSSP staff (5) participated in the Staff Development Day 2010. March 1-4, both the Program Director and Education Specialist attended the Annual WESTOP Conference in Long Beach, California. **Pohnpei Campus** • Math Instructor Deeleeann Daniel enrolled in Project Macimise, an online course with the UH Continuing Education department. Success in this preliminary course will determine acceptance to the PhD. program. • Library Technician Nercy Simina continues to take courses at the National Campus toward a 3rd Year Certificate in Business Administration. • Vocational Instructor Pablo Lamsis is presently preparing for a comprehensive exam which he will be taking in May; completing another milestone toward a M.Ed. degree. • IC participated in a three-day meeting/workshop facilitated by the VPIA and DAP. • UB Project Director, Student Services Specialist III and Administrative Assistance attended WESTOP Pacific Island Chapter Professional Development Seminar in Honolulu Hawaii. After Honolulu the Student Services Specialist II joined Project Director and Administrative Assistant to Long Beach California for the WESTOP 32nd Annual Meeting • UB IT personnel spent 2 months of technical training with IT personnel at Pohnpei Campus under the supervision of Phyllis Silbanuz and her staff.	new health information to teach to their peers, at the same time, demonstrate good health behavior practices for themselves.

	▪ The new Account Clerk for Bookstore Ms. Jayleen Ringlen and Maintenance Program Specialist Mr. Benjamin Akkin came on board during the first week of March 2010. Both of them went through proper orientation, and necessary documents were forwarded to HRO. A small welcoming lunch was hosted in their honor on March 18th in the Blue Plate Café; however Mr. Akkin was not able to attend for he was assigned to take some of the staff to Kitti to represent the Campus at the funeral for the father of one of our Maintenance workers. ▪ Financial Aid Office Staff Yoneko Kanichy and Fiscal Officer Twyla Poll attended spring 2010 PacFAA Conference held in Honolulu, Hawaii from March 22 to 23, 2010. ▪ Friday 2/19/10, Staff Development Day, was the day when all Pohnpei Campus staff members who participated in the activities gained more knowledge than when they had arrived at the campus in the morning of that day. The English/Social Sciences Division conducted their own morning session which provided good discussions, valuable sharing of ideas, and useful materials. The Student Services hosted a panel discussion on sharing effective practices used by individual department for student retention. Most of the classified staff attended a computer application session in the morning. The afternoon session was a presentation by the ALO on preparation for the up-coming accreditation visit where faculty and staff members gained useful insights on the self study report and what to expect during the upcoming accreditation visit. **VPCRE:** • CRE staff attended a research conference and Grant Writing course in Guam • Participation in Grant Writer training in Saipan • Staff participated in COM-FSM staff Development Days at all campuses	

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Human Resources:
National campus:
1. February 19, 2010 Staff Development Day - workshops were work focus and based on institutional priorities:
2. Three employees are currently pursuing master degree through distance education. There are a number of employees taking classes at the College for professional development per Policy 003.
3. The program supported the following training activities:
    a. Policy workshop for Vice Presidents
    b. One off-island conference for PacFA

College-wide:
- The program supported a faculty for a 1 month educational leave to defend masters degree thesis

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<td>5B: Recruit and retain qualified personnel to allow delivery of quality services</td>
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Spring Semester 2010 Full Time vs. Part Time Faculty

	CC	FMI	KC	PC	NC	YC
Total	**110**	**29**	**71**	**182**	**274**	**60**
Full Time	52	17	34	69	172	33
Part Time	58	12	37	113	102	27
% Full Time	48%	59%	48%	38%	63%	55%

President:
1. Approved over 10 faculty positions system wide that were vacated by departed faculty.
2. College continues to provide better benefit packages for its employees that helped in retaining qualify faculty/staff that will allow for delivery of quality programs and services.

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Kosrae Campus:
BA degree holders are teaching vocation education courses. The AA degree is teaching computer application which is his area of expertise.

New hire, Tara Y. Tara is teaching the Certificate of Agriculture program.

Yap Campus:
- 1 Education Instructor to resign at end of spring 2010.
- 1 Math Instructor to resign and is hired by national campus to be in charge of assessment.

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3. Board approved a request from the administration to seek another health insurance company that will provide better benefits for its employees and this will help the college to retain quality employees.

VPAS:

- Monitored contracts for staff to be sure they are renewed at the end of their contract. Evaluated Director of FMI for renewal of contract. Still need to evaluate the Director of IT, Director of IRPO and Maintenance & Security.

IRPO:

In process of reviewing applications for a grant writer that includes elements for oversight of sponsored programs. 4 applicants received, but all with limited experience in grant writing for education.
Ad hoc committee for the grant writer conducted an initial meeting to review and screen submitted applications on March 26, 2010. On April 6, 2010 three (3) applicants were interview and ranked according to their educational backgrounds and grant writing experiences.

VPCRE:

- Chuuk: CRE Coordinator has been identified and contract is being presented.
- Pohnpei AES Researcher position
- Kosrae Hired Laboratory assistants

VPSS:

VPSS chaired an ad hoc personnel committee to review applications for the counselor position vacated by Mr. Henry Wilson. After the review, the committee agreed to interview 2 (Mike Ioanis and Julita Samuel) out of 9 applicants that applied for the position. An interview was conducted and the committee unanimously voted to pick Mike Ioanis, who is currently working as Peer
Trainer at the Peer Counselor Center at the college.

VPCRE:

- Chuuk- a Chuukese applicant was identified
- PNI – approved researcher was unable to come in an appropriate time, the position was re-announced and another American applicant selected was approved by President. Contract is being prepared.
- Three Lab-Nursery Assistants were hired on Special Contracts and all started working from March 15th, 2010.

IRPO:

Sponsored programs facilitator position (15%) being included in grant writer responsibilities.

VPSS:

A recommendation for Mike Ioanis has been transmitted to the President's office for the counselor position.

SSSP hired 11 tutors (profile)

Tutors	Education profile	State of origin	Gender
Belinda G	AS/BUS	Yap	Female
Breechlynn Y	AS/ BUS	Chuuk	Female
Elterina Taulung	AA/HCOP	Kosrae	Female
IvyRose E.	AS/ CIS	PNI	Female
Jason Louis	AA/LA	PNI	Male
Jason	BA-Ed	Chuuk	Male

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Human Resources:
All instructors at Kosare, Pohnpei, and FMI Campuses meet the minimum qualifications in their job areas.

- FMI- 5 Instructors
- Kosrae -9 Instructors
- Pohnpei – 21 Instructors

Chuuk and National Campus each has only one more remaining instructor without the master's degree requirement. One is taking online courses while the other will begin following completion of first year employment probationary period.

- Chuuk – 18 Instructors
- National – 40 Instructors

At Yap Campus- two instructors are without a master's degree still. One is expected to complete his thesis by end of spring 2010.

- Yap - 8 Instructors

Chuuk Campus:
Newly graduated master degrees continue with COM-FSM Chuuk campus.

Pohnpei Campus:

- A new English instructor, Mrs. Cynthia Pastor, was hired in January filling one of the vacancies in the English/Social Sciences Division.
- The instructional department has a force of 40 personnel this spring 2010 semester; 35 instructors [20 full-time, 9 part-time and 6 volunteers], 2 Teaching Assistants, 2 support staff and an instructional coordinator.
- 23 special contracts for instructors were prepared and implemented; 14 for over load and 9 for part-time teaching.

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Reiong			
Michael S.	AS/LA	Chuuk	Male
Raynold F	AS/CIS	Yap	Male
Roderick B	AS-CIS	PNI	Male
Tyson Elias	AS /LA	PNI	Male
Wansesty Y	BA-Ed	Yap	Male

Director's annual evaluation was completed on a timely manner for contract extension only.
Education Specialist, Lucia Donre-Sam currently enrolls in the Masters program through SDSU
Administrative Specialist, Lerihna Lebehn is taking courses and is expected attain her Third-Year certificate degree in Business Administration

CC:
December Master degree graduates are still with the college this Spring 2010: Mr. Kind Kanto and Mr. Richardson Chiwi.

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<td>5C: Update personnel policies and procedures to meet on-going human resources needs</td>
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VPAS:
Worked with the HR office to finalize the policy on Procedures for Creating New Position. It is due to be acted upon by cabinet soon.

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VPAS:
The Policy has been circulated to all cabinet members for their review before cabinet meeting next time.

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	VPSS: VPSS met several times with the Job Audit consultant, Alan Searle to work on the job audit project. This activity is link with the on-going work on the streamlining of the current structure. **Human Resources:** Revisions to Section IX Leaves Policies were approved by Board for implementation effective March 17, 2010. **Chuuk Campus:** HR sends out updates via chksite on the internet **Pohnpei Campus:** • UB Director met with Alan Searle on the Job Audit and answered questions regarding all the positions in the program along with the services that each position is mandated to carry out. • Recommended reclassification of Administrative Assistant position to higher positions in her annual evaluation but was instructed to put it on hold until job audit is over. • Ad Hoc Personnel Committee for the position of PSBDC Coordinator met twice on 2/17/ and 2/18 to screen and interview applicants for said position. The recommendation for hiring was delayed pending the renegotiation of the new MOU with Pohnpei State. The hiring of the coordinator will be finalized early April.	**Chuuk Campus:** Merilynn Bisalen from time to time updates employees on new policies for health insurance, retirement program and other benefits for employees.

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

Objectives	Accomplishments	Comments/additional detail
6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness	**President:** 1. Signed Contract with FSM Department of Health Services on Substance Abuse Project. The contract is for $322.661 for one year. This contract is for the college to develop training materials on Substance Abuse that can be incorporated into the Public Health and Nursing Programs courses. This program will also enable the college to hire two instructors for Nursing Programs. This grant is a five year grant. 2. The College has also received $243,402.00 for the AHEC	**DCR:** The amounts entered do not reflect the employee contributions from each campus. The President has approved through the recommendation of the Endowment Fundraising Steering Committee recommendation to count employee contributions toward each campus' annual contribution.

Grant to support the Public Health Program that has been implemented at the College during Fall Semester 2009.
3. The College will also be getting $245,000 from carry over funds from the Supplemental Education Grant. The campuses and departments at the College needs to submit mini proposals on this money and a larger proposal will be developed and submitted to FSM Education and OIA for final approval and funding.
4. I signed another contract with the FSM Department of Education on development of technology plan for the FSM Department of Education that will include public schools in the FSM. The total for the contract is $77,000.00

VPAS:

Continue with the promotion of energy conservation at all campuses. FMI has been asked to separate their staff housing unit's meters from the campus so the staff will pay for their own electrical consumptions. Twenty three $23.000 dollars has been the estimate for separating the units. This has been given to MCS Company in Yap to do the separation of the housing.

Chuuk Campus:

MITC has a project with Chuuk Historic Preservation Office.

January-March 2010 Monday

Committee	Annual Target	2nd Qtr	%	Year to Date
International	$ 7,250.00			
Government	$ 7,250.00			
Alumni	$ 7,250.00			
Kosrae	$ 5,500.00	$60		
Pohnpei	$ 10,000.00	$15,259.05		
National	$ 47,250.00	$26,360.59		
Chuuk	$ 10,000.00	$429		
Yap	$ 2,750.00	$192		
FSM-FMI	$ 2,750.00	$60		

Pohnpei Campus:

- Due to low enrollment in Carpentry and Cabinet-making programs, TA Salba Silbanuz is assigned to work on making furniture to sell to raise fund for the program.
- Two grant proposals were submitted to VPAS to tap into the SEG fund. One proposal is to purchase a much-needed van and a bus for the campus, the other was to improve the campus' Traditional & Medicinal Garden. The latter was funded for $15,000. The former was not funded.
- Endowment Fund raised by Pohnpei Campus so far this year is $15,199.05. The accomplishment was the result of the great team spirit among the students, staff, and faculty at the Campus.

Chuuk Campus:

MITC has assisted Chuuk Historic Preservation in editing video/dvd on canoe building. Cost of project will go to the Endowment Fund.

6B: Diversify resources of the College	**President:** 1. The FY 2011 budget submissions to FSM National Government went through a hearing process with the National Government Budget Review Committee on 2/12/10. Based on information from the Committee, the Committee will be recommending what College submitted to the FSM Congress. However, the Committee informed that College reps that they will start reducing the IDP funds for the College in FY 2011. **VPAS:** Secured the IMF funding by meeting with FSM SBOC, FSM President's Office to draw down the money for the college to begin renovation and painting of the buildings before the accreditation visit in March. COM-FSM will receive the 2006, 2007, 2008, and 2010 IMF fund share of the FSM National Government. Many thanks to the President of FSM in allowing the college to receive the funding. Special thanks to the Regent Kasio Mida for his help in securing the college to be the recipient of the fund. **VPCRE:** CRE competes for external funding for specialty projects Chuuk office: • Three Community level projects funded through OIA are on-going • Two Hatch Grants were submitted • One TSTAR grant was funded Yap Office: • One USDA Under Served communities grant was submitted • Three Hatch Grant s are on-going • One Extension grant submitted one on-going • One Community project funded Kosrae Office: • Three Hatch Grants are on-going • One WSARE extension level grant is ongoing • New Hath Grant proposal to study Salt tolerance of Sweet Potato in-vitro study	**VPCRE:** • All Researchers and two Extension staff participated in Grant Writer Training in Guam • Two CRE staff participated in Grant Writer training in Saipan Chuuk Site: • Community level programs in Agroforestry, sewing and Food services training are funded under OIA • Hatch grants studying Salt Toleracne of root crops and intercropping of cassava and vegetables were approved • A regional TSTAR grant to study sat tolerance of sweet potato and taro was approved Yap office: • Three Hatch grants to study alternative crops, nematode damage in Swamp taro and alternative cropping systems ae on-going • One Extension project to promote alternative and sustainable production methods in communities of under-served farmers was submitted • One Extension project to support improved swine feeding through use of local feeds was submitted to the Embassy of Japan • A WSARE grant to enhance egg production through he use of tilapia as a fed source is on-going • Funds received from GTF were received for a community aquaculture improvement project Kosrae office: • Studies in Improved tissue culture of elite food crops is on-going • Studies of methods to enhance resistance to specific citrus diseases is on-going • Salt Tolerance of Taro in-vitro studies • Proposed in-vitro study of salt tolerance of sweet potato • One Farming systems enhancement grant from WSARE is on-going

	Pohnpei Campus: • Matching funds for Extension programs was provided by Pohnpei state government • Research position was re-advertised and reviewed VP-CRE office: • CariPac Grant was submitted • Distance Education grant was submitted • Water Quality Grant was submitted • WSARE Professional Development Grant was submitted • SEG Grant for student recruitment and retention was submitted FAO project has been completed **Yap Campus:** FY 2009 – Yap Campus has contributed $5,000 to the Endowment Fund through fundraising events. Yap Campus did all it could to end the fiscal year in the black.	VP-CRE office: • CariPac grant to improve and support Resident Instruction in Ag., natural and food sciences was submitted • Distance Ed. Grant to improve the technical capacity of COM-FSM to offer courses through distance means was submitted • An on-going regional program in Water Quality has been submitted to enhance testing and improvement of water sources • A WSARE grant proposal to provide training inorganic Farming certification was submitted • A small proposal to provide funds for Natural Science clubs at all campuses Extension sites was submitted and approved.
6C: Budgeting and resource allocation	**VPAS:** • Facilitated the formulation of the 2011 budget. Allocated 5% of administrative services budget for instructional and students services use. $42,000 thousand was kept for ICT use to buy more bandwidth for speedy access by students and faculty. • $20,000 dollars has been given to each state campuses and FMI from the total amount to renovate the campuses as part of the IMF funding. This money is going to be used by the college to sustain its maintenance and repairs for the college facilities. **IRPO:** Performance budget 2011 submitted to FSM SBOC and President. SBOC continues to modify their BPS to allow the college to input in the FSM budget database. Initiated review of 2011 budget development process and started development of formal processes and procedures for budget development linked to planning and assessment for inclusion under the college's policy on continuous improvement.	**VPCRE:** • LGP Board of Regents accepted the fy'10 budget for all sites with the caveat that VP-CRE office administration budget would be reviewed at the next meeting • No level of matching funds has been announced yet however, the Conversion fund is covered as well as all VP-CRE office submission. CRE-PNI should also be fully matched due to limited matching funds being provided from all other states **Business Office:** The freeze on reprogramming remained in effect due to shortfalls of actual revenue for fall 2009 and spring 2010.

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<td>Business Office:
Business Office continued the certification process of obligating documents to ensure that expenditures are within the budget.
VPCRE:
• CRE fy'10 Budget was presented to COM-LGP and accepted
• CRE PNI provided matching funds within the time limit of USDA
• VP-CRE office provided matching funds for Conversion fund and VP-CRE office within the time limit of USDA</td>
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<td>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</td>
<td>President:
1. Administration has put a freeze on some line items of the FY 2010 in order to balance the FY 2010 budgets so that college will end the fiscal year 2010 on positive fund balance.
2. Development of FY 2011 budgets will be linked to planning, assessment, and resource allocation or accomplishments.
3. College will be using the FSM Budget Reporting format starting in FY 2011 and this will ensure that the College is accountable for all funds it is using.
VPAS:
The plan is to prepare ourselves for the second phase of the EU funding which will be the EDF10 which will include COM-FSM portion of the renewable energy fund for trainings and curriculum development in this area. No words have been received as to the commitment of fund for this year. We are waiting for the FSM to give us the green light.
VPSS:
As chair of the ad hoc committee on streamlining of the current structure for the college, the committee has met several times during the reporting period. The committee has flagged some programs and services in the instructional, student services, and administrative departments and has started to look at certain scenario questions. Currently, the committee is drafting a "Streamlining Plan" to be presented to the Planning and Resources Committee probably before the end of the semester.
January-March 2010 Power Consumption (Kw)
<table>
<tr><th></th><th>KC</th><th>PC</th><th>NC</th><th>YC</th></tr>
<tr><td>Total</td><td>12942.3</td><td>69808</td><td>261709</td><td>20,298</td></tr>
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<td>VPAS:
The project from Japan for Introduction of Clean Energy by Solar Electricity Generation has been endorsed by FSM for COM-FSM to be the recipient. The college has signed the MOU with the National Government, Japan Government, and Pohnpei PUC to go ahead with the project.
Kosrae Campus:
KC is in the process of replacing R20 refrigerant with R410A which is more energy efficient and environment friendly.
Pohnpei Campus:
Business Office conducted a Money Saving Tips workshop on February 18, 2010 with the following speakers: Diaz Joseph, Disko Jack, and Teresia Yamaguchi. There were 43 participants.
Yap Campus:
Note: Utility bill for the month of February was low due to removal and replacement of old Central AC Unit.

o Utility costs (power & water) for Jan. – March 2010 = $15,307.77
o Average monthly cost since Oct. 2009 to present = $5,718.72</td>
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6E: Ensuring sufficient fiscal resources.	**Business Office:** The college's Statement of Revenues and Expenditures (SRE) for Unrestricted Fund (UF) for the <u>three months ended December 31, 2009</u> indicate a positive fund balance change of $1.758 Million, consisting of $1.226 Million for National and $532k for state campuses. The comparison of actual revenue from tuition and fees as against the budgeted revenue for fall 2009 and spring 2010 indicate a shortfall of 7% or $515k. In terms of number of students, the actual enrollment for fall 2009 and spring 2010 is short by 157 students or 3% compared with the projected enrollment. However, the revenue for fiscal year 2010 is higher by 20% or $1.067 Million compared with prior fiscal year. Likewise, the number of students is higher by 13% or 622 students.	**Business Office:** The breakdown of FB change per campus are as follows: • National operations - $ 1.226M • Pohnpei campus - 437k • Chuuk campus - (58k) • Kosrae campus - 70k • Yap campus - 114k • FSM-FMI - (32k) The first quarter is expected to provide positive fund balance change due to timing of recording revenues and expenses. The recorded revenue of fall 2009 is 47% of the projected revenue, while expenditure represents only 25%. Chuuk campus has already reflected a negative fund balance change of $58k. For FMI, the negative fund balance change is due to timing of expending the budgetary expenditures. 6E2. Below are details of actual, projected and shortfall of revenue from tuition and fees for fall 2009 and spring 2010: Actual Projected Inc(Dec) • Fall 09 - $ 3.364M $ 3.685M ($ 321k) • Spring 10 - 3.124M 3.318M (194k) $6.488M $ 7.003M ($ 515k) Below are the discrepancies of the comparison of the actual enrollment for fall 2009 and spring 2010 with projected enrollment: • National campus – actual of 1,923; over by 143 or 8% • Pohnpei campus – actual of 1,310; over by 210 or 19% • Chuuk campus – actual of 1,144; short by 96 or 8% • Kosrae campus – actual of 433; short by 67 or 13% • Yap campus – actual of 437; short by 33 or 7%
6F: Managing and administration of fiscal resources.	**Business Office:** The audit requirements for the conduct of audit of the college's financial statements for FY 2009 have been provided to auditor. Market value of Endowment Fund reflected an increase by 3% or by $75k, from $2.874 Million as of September 30, 2009 to $2.949 Million as of December 31, 2009.	**Business Office:** The Business Office is communicating with the auditor regarding the conduct of audit to ensure its timely completion. The following asset allocation as of December 31, 2009 is in accordance with the investment policy.

	The fund raising receipt for the first quarter of fiscal year 2010 is $6k. About 75% of the fund raising receipts are from Pohnpei campus.	- • Met West (LC Value) - $ 709k 24% • Renaissance (LC Growth) - 391k 13% • Atlantic (S/M Cap Growth) - 251k 9% • SEIX (Fixed Income) - 721k 25% • Brandes (Mature market) - 579k 20% • Emerging markets - 298k 10% $2.949M 100% The fund raising receipt for the first quarter is short by 75% compared with the target fund raising receipt of $25k per quarter.

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

Objectives	Accomplishments	Comments/additional detail
7A: Increase involvement of the community in college affairs	**President:** 1. College is collaborating with the National Department of Education as well as the other Education Departments in the FSM States on developing the Technology Plan for the schools in the FSM. 2. Assisted the NDOE and the FSM Schools on sponsoring the accreditation workshop during the week of February 1-5, 2010, at the National Campus. NDOE and FSM Schools need the assistance of the College on establishing a process for accreditation of schools in the FSM. 3. Collaborating with the FSM Health Services on Drug Abuse Education Programs for the FSM. Some of the Drug Abuse Programs will be incorporated directly into the Nursing and Public Health Programs courses. 4. Signed with the FSM National Government, Pohnpei Utility Corporation, and JICA the Solar Energy generation project on February 18, 2010, at the Department of Foreign Affair's Conference Room.	**VPAS:** Several meetings with the Governor's Office and the Administrator for Resources and Development, Mr. Valerio Hallens. **VPCRE:** All state CRE offices will be required to form Advisory committees by May 31st 2010. **VPSS:** The primary purpose of the meeting (Feb 22, 2010) is to initiate negotiation with the FSM on the development of an FSM/Australia Partnership for Development document, which is envisioned to "advance the FSM's development vision as articulated in the FSM Sustainable Development Plan" as well as to guide FSM and Australia's cooperative development objectives in the coming years with focus on the following areas: 1. improving economic infrastructure and enhancing local employment possibilities through infrastructure and broad-based economic growth; 2. enhancing private sector development including

	VPAS: Assisted Pohnpei campus with the PSBDC re-opening and the development of the new MOU. The new MOU will begin in March 2010 which will include the Small Business Guarantee as part of the occupants of the PSBDC building. Another small MOU between the PSBDC and the Small Business Guarantee will need to be developed as to the cost sharing figures for security, power, internet, and common areas of the building. **IRPO:** Directors for IRPO and IT prepared and submitted a proposal for developing the FSM Technology Plan for K-12. Contract was awarded to the college at ~$77,000. Research is ongoing and a major national workshop will be held on the college's national campus on March 22 – 24, 2010 for NDOE and SDOE personnel. Directors for IRPO and IT conducted the National workshop for the FSM Tech. Plan for K-12. About 65 participants from State DOE and National DOE participated in the workshop. The workshop consisted of presentations, breakout sessions and report backs from each breakout session. IRPO and IT directors are still in the process of developing a schedule to conduct State workshops for the State DOEs. **Chuuk Campus:** The Chuuk State School System Staff Development Assistance FTTP reaching out **Pohnpei Campus:** • PCTI completed trainings in computer applications for 36 individuals and Pohnpeian conversation for 9 individuals. • PCTI submitted final copy of Plan for World Park to Governor's office. • PCTI collected final payment for world park consultation in the amount of $6,029.00. • An Apprenticeship Pilot Program jointly developed by T&T Division and Pohnpei State DOE is to be implemented in the fall 2010 semester. Pohnpei State DOE has agreed to	better access to microfinance; 3. achieving quality universal basic education; 4. improving health outcomes through better access to basic health services; and 5. enhancing governance, including the role of civil society, and the role of non-government organization in basic service delivery.

	provide the funding for the wages of the apprentices. Sponsors are PUC, FSMTC, and COM-FSM. • UB Project Director and Administrative Assistant attended the PTA meeting at MHS to meet with UB parents and a short meeting with UB tutors to discuss administrative matters on 2/9/10. • UB Project Director and Administrative Assistant were invited by the Governor's office to be in the organizing committee for the upcoming youth conference to be held in Pohnpei in April 2010. • UB Project Director and Administrative Assistant visited MHS and NMHS as a New Year visit and obtain their needs on sites. • UB staff made a follow-up visit at both MHS & NMHS to see progress of each site's tutorial and share with all tutors some minor changes made for documentations of services. • 21Upward Bound Seniors received a Financial Aid Workshop conducted by financial aid staff, Mr. Patrick Worthog in preparation for 2010 summer bridge program. Basic requirements were given to them to provide before going into the real work on the Web site and start applying for Pell grant. **Yap Campus:** • Yap Campus has received some guidelines from OPB staff to put together Disaster Preparedness standard operating procedures (SOP) for the campus. This is to be better prepared to deal with typhoons, fire, earthquakes, tsunami, and other emergencies such as fights, injuries, etc. • Yap Mental Health and Substance Abuse Program staff conducted a presentation on *Stress Management* & *Effective Communications* during Staff Development Day on Feb. 19th. • Yap Campus is working with DOE and Personnel Division to identify areas where the college can provide trainings in to upgrade skills and knowledge of government employees.	We met all morning until 1:30 in the afternoon and took a break for the drafters from both sides to write the priority outcomes and the commitments from both governments into the attached agreement. The priority outcomes identified in the meeting were: 1. Budget and economic reform (tax reform); 2. Development Coordination; and 3. Environmental Management. The Aussie side did not want to get in the way of what the Compact is already providing to the FSM. Therefore they identified the 3 above outcomes as the focus now. Other priorities will subsequently come in focus under subsidiary agreements in the years to come. Those include vocational instructor training. By the way, the Aussie team is looking into the possibility of re-introducing the Australian Voluntary Program. Remember Brent and Gary? I mentioned that COM-FSM was one of the beneficiaries of the voluntary program. I also thanked the team for the Aussie funding that some of our students are benefiting from. **Chuuk Campus:** The Chuuk State School System Staff Development Office has been assisting teachers and pre-service students in tuition and textbooks payment. With grants from the Education Sector grant, CSSC has collaborated with COMFSM Chuuk to carry out the Faichuk Teacher Training Program. With the FTTP, the involvement of the Catholic Church in Netutu Tol and the Bishop of the Caroline Islands has been solicited and established.

	VPCRE: • Terms of Reference of the CRE State Advisory Councils are completed • CES Pohnpei in collaboration with the DSAP program in providing information for farmers use and guidance on agriculture related topics and issues. • CES PNI agents coordinating with PFA in several activities including conducting farmers' training, identification of potential farmers for pilot projects and meetings. **VPIA:** 1. FSM wide Police Leadership Training conducted by Australian government hosted by COM-FSM at national campus MITC. **VPSS:** This is a briefing on the meeting between the FSM and Aussie Government I attended on behalf as Acting President, Jean Thoulag. President James was invited by the Secretary of Foreign Affairs, Lorin Robert to attend a meeting between the two governments to undertake consultation on the subject matter, "Pacific Partnership for Development". A team from Australia was comprised of Mr. John Pilbeam, Director of the Pacific Development Section of the Australian Department of Foreign Affairs and Trade, and Mr. Simon Cramp, Director of Polynesia & Micronesia Section of AusAID. The team was headed by Ambassador Susan Cox, and staffed by Ms. Majella Walsh, AusAID Program Manager of FSM, RMI, and ROP. FSM Government was represented by Secretary Lorin Robert, Fabian Nemeia, Director of SBOC, Department of Economic Affairs, Department of Education, Department of Health and Social Affairs, and the College of Micronesia-FSM.	

	VPSS attended a memorial service for Mr. Benson Moses, former division chair of Education. It was a joint service with Benson's family and the rest of the Pohnpeian and Pingelapese communities. **Student Life:** Sports & Recreation continued to interact with the community on Sports programs and activities which as a result maintain the involvement of the community in college affairs. 2 FSM-NDOE and state DOE staff provided sessions on how to integrate Information Technology into current curriculum.	
7B: Enhance and promote employment opportunities	**President:** 1. College is one of the establishments in the FSM that has promoted the employment opportunities for its graduates as well as the FSM citizens. 2. Graduated 156 students during Fall Semester 2009 graduation and a good number of these students are already found jobs in their respective states. Some have opted for careers in USA military. Ten of these graduates received their BA Degrees in Elementary Education through the Partnership Program between UOG and COM-FSM. **VPCRE:** VP-CRE and CRE Pohnpei participated in Pohnpei Campus Career days. **VPIA:** Two apprentices completed their training requirements under US Dept of Labor program. **Yap Campus:** 29 Yap DOE teachers enrolled in spring 2010; 15 Yap Health Services staff enrolled in HATP this spring also.	**VPCRE:** Students learned of careers opportunities in Agriculture in FSM and beyond.

7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities	**President:** 1. Implemented Public Health Program at National Campus during Fall Semester 2009 with funding assistance from AHEC Grant. 2. Implemented AS Degree in Nursing during Spring Semester 2010. 3. Established new agreement with Tokyo University of Marine and Technology that will enhance program offerings at the COM-FSM. 4. Started negotiations with UOG on possibility of establishing another partnership program in BA in accounting or Business Administration. 5. Implemented the Teacher Training Program at Faichuk during the month of February 2010. **VPAS:** • Recommended ways to improve skilled workforce by coming up with short term certificate programs to be given to the students who scored very low on the COMET. • Recommended that we look into ways to create a Pre College institute to bridge the gap from High School to College. Possible funding can come from the SEG funding which the states usually returned. **VPIA:** GIS workshops conducted for forestry staff from all 4 FSM states.GIS instructor, Snyther, provides technical assistance to Chuuk State in using GIS for forestry mapping project. Established Exchange agreement with Tokyo University of Marine Science and Technology with President James Pohnpei State DOE confirmed their support for Apprenticeship scheme proposal and assures that they will fund the scheme**.** **Pohnpei Campus:** • ETS two senior participants (Jeanette Simram and McArthur James) from PICS joined the Close Up conference in Washington DC. • College Visit was held for ETS senior participants at our National Campus. A plenary session was held for	

	presentations from different programs offered at our college. It was quite impressive and appreciated that the college took great effort in making presentations interesting. Students were fascinated by the interesting majors and took home a lot to start deciding. • About 100 freshmen from PICS and MHS visited State Government Offices and FSM Telecommunication. State Offices included our new Executive Building and Pohnpei State Hospital. • 35 NMHS Seniors attended a career workshop at their own school organized by their own school. • Three UB alumni from the 2007 cohort group joined the commencement exercise and received their AS degrees. Mr. John Dale Charley, Mr. Verne David and Ms. Drystal Sylbanuz. • UB seniors took SAT test administered by Norbert Samuel, PICS counselor. • TRIO day was celebrated for two days. First day for sports events and lunch prepared by seniors and the other day was set for debate between groups on an issue about military recruitment. Prior to that was a short presentation by UB alumnus on what TRIO is all about. **Yap Campus:** Faculty Jon Berger conducted 3 days training for 12 nurses at the Yap State Hospital. Topics covered are: Human Physiology at Depth, Physics of Diving, and Compression Chamber Operations. (Mr. Berger is a graduate of Brooks School of Aerospace Medicine – Hyperbaric Treatment course and a certified scuba diver.	
7D: Provide Cooperative Extension Services to the community	**President:** 1. Attended the COM BOR meeting in Pohnpei during the week of January 27-28, 2010. COM BOR approved the consolidated fy 2010 budgets for the Land Grant Programs. This action of the BOR will continue to provide extension services to the communities in the FSM. **VPCRE:** • CRE provides input and advice to state and national committees	VP_CRE • VP participated in the National Capacity Self assessment Project to review conformity to three International conventions: Climate Change; Bio-diversity and Sustainable Land Management Conventions • VP participated in the National Food Summit • In both cases, VP promoted COM-FSM as the nation's first choice for full-time education and professional development

	• All CRE staff continue to provide Outreach efforts to communities in all states **Kosrae Campus:** Among others, the CRE sponsored Family Financial Management workshops in collaboration with Northern Mariana College and Kosrae Small Business Development Center.	*Yap Activities* • Collected stakeholder input from the community groups at Ruu, Daboch, Makiy, Abluul, Yap Small Business Development Center, Office of Outer Island Affairs and Yap Interagency Nutrition Education Council for the development of extension proposal • Three community groups are engaged in vegetable cultivation under the Gargey project • Noni project activities such as seedling production and distribution continued • 267 noni seedlings were distributed to 5 community members • A demonstration garden is maintained at the experiment station with crops like red lettuce and tomato • Assisted a staff from the Division of Agriculture to compile a Business Plan for small scale noni processing facility in Yap • Distributed over 80 packs of vegetable seeds (tomato, lettuce, sweet pepper) to 11 community members at Gargey and Daboch • Nel Village community project to improve pig production has been submitted to Japanese embassy • Improved egg production through use of Tilapia as a feed source is on-going – chicks have been distributed • Aquaculture and aquarium demonstrations to school groups is on-going • EFNEP agent served more than 280 clients COM-FSM students, high school students and Youth groups for nutrition awareness • EFNEP agent represented Yap at the National Food Summit • EFNEP Agent distributed seed for family gardens • Agro-Forestry project in collaboration with DAF is on-going • Youth Agent has established three Youth garden clubs • Youth Agent participated in the Yap Drugs & Alcohol & Nutrition Youth Fair *Pohnpei CRE:* • Three communities were visited during the reporting period in order to promote and extend program activities, conducted 6 presentations, 1 farmers' training, 10 demonstrations, 4 one-week EFNEP trainings, established 2 home garden sites, and taught one session on livestock production at Nanpei Memorial High School. • During routine farm and community visits, CES Pohnpei assisted 517 farmers in livestock; in addition 20 students attended a short session at Nahnpei Memorial School; 816 farmers in crop production; over 618 clients/participants assisted in the EFNEP and Food Processing programs, and 32 casual trainees in aquaculture program. • In addition, agents continue to lead and work with respective communities in planning and scheduling future work schedules and activities including meetings, planning for agriculture fairs, presentations and trainings. • CES PNI agents visited the Southern outer islands of PNI. During the two visits, 844 taro, 345 bananas, 145 breadfruits, 120 sweet potatoes, 100 cassava, 100 colocasia and 30 lbs of yams have been collected, disinfected and shipped to Sapwuahfik, Nukouru and

		Kapinamarangi. • Each CES PNI agent was involved in two-days training of farmer with each presenting his programs and activities. Over 75 farmers attending the training which concluded with a visit to the Pohnlangas Pilot farm. • The following are on-going CES Pohnpei programs provided to the communities include: waste disposal, recycling and reuse project, home gardening, black pepper production including alternative post for pepper trial, animal health, black pearl, yam propagation, EFNEP, and conservation of biological diversity. More new sites have been discovered, reported and been dealt with accordingly. One of the greatest challenges is being able to communicate and convince farmers' with new and innovative technologies. *Kosrae CRE:* • The Kosrae Agricultural Experiment Station and Cooperative Extension concentrated on five research and extension projects viz., Multiplication of Staple Food Crops through Micro propagation and In Vitro Germplasm Conservation in Kosrae State; In Vitro Selection for Salt Tolerance in Taro; Multiplication and Distribution of Banana, Taro, Sweet Potato and Noni in the State of Kosrae; Agricultural Development in the American Pacific (ADAP) Regional Food Security and Sufficiency Project; and On-Farm Implementation and Demonstration of Integrated Sustainable Agriculture and Livestock Production Systems for Small-Scale Farmers in Micronesia during the reporting period. • A new research project on In Vitro Selection for Salt Tolerance in Taro started during the reporting period. Therefore, intensive data and literature collection has been started for the project and these data will be analyzed and used for planning research. Two varieties of swamp taro have been collected and planted in the greenhouse for the research project on In Vitro Selection for Salt Tolerance in Taro. • Proposal development work is in progress for a research project on In Vitro Selection for Salt Tolerance in Sweet Potato. The project writing work is finished and it is submitted for peer review. • Ongoing research focused on improving micro propagation protocols and nursery techniques for mass-multiplication of different varieties of banana, taro and sweet potato. Work on wrap-up and final experiments for Multiplication of Staple Food Crops through Micro propagation and In Vitro Germplasm Conservation in Kosrae State project is under progress. • The University of Guam organized the Second CNAS Research Conference. The presentations included one keynote presentation, 12 oral presentations and 10 poster presentations on food and nutrition, insects, tissue culture, genetic/physiology, energy, marine biology, ecology, plant pathology and soils and plant nutrition. In the Research Conference, I presented an oral research paper on 'Highly Efficient Tissue Culture Multiplication of Banana, Taro and Sweet Potato for Commercial Cultivation'. The paper is also published in conference proceedings published by the University of Guam. This presentation and publication is a product of approved hatch project

		on 'Multiplication of Staple Food Crops through Micro propagation and In Vitro Germplasm Conservation in Kosrae State'. The audience showed great interest in research being done at the Micronesia Plant Propagation Research Center, Agricultural Experiment Station and Cooperative Extension. • Dr. Mike Harrington organized the Grant Writing Workshop for T-STAR at the University of Guam. Attended and participated in all sessions of the Grant Writing Workshop. Actively participated in discussions about project titles, project abstract or summaries, project objectives, project logic models and plan of work for competitive grant applications. • The Kosrae Agricultural Experiment Station continued seedling distribution and farm visits for on-site recommendations. During visits, technical assistance and support were provided to farmers on new and innovative farming techniques and practices. New varieties of banana are bearing fruits and farmers are very happy to harvest excellent bunches of banana. Transfer of tissue-cultured plantlets from growth room to greenhouse for acclimatization; and from greenhouse to nursery for maintenance, and distribution are being continued. In the reporting period, more than 1,500 taro and 1,100 sweet potato seedlings were produced, and 932 taro and 502 sweet potato plants were distributed to interested farmers. • Preparation has been started for WSARE project on On-Farm Implementation and Demonstration of Integrated Sustainable Agriculture and Livestock Production Systems for Small-Scale Farmers in Micronesia. An initial annual progress report for the project was prepared and submitted through e-mail attachment to appropriate authorities. Planting material of taro and sweet potato is under preparation for the project. • Eight culture shelves were installed in the plant growth room. Repair, repainting and construction of base is required for the hot-air dryer before the installation because most of the body is rusted. The required work is under progress. Moving of laminar flow cabinets and other equipment is also under progress and condition of the HEPA filters of laminar flow cabinets will be checked for contamination and most probably, we will have to replace HEPA filters along with pre filters and florescent lights. • Distributed 218 packets of seeds to interested farmers for the Food and Agriculture Organization of the United Nations (FAO) Response to Soaring Food Prices Project. • Attended a meeting with USDA APHIS Team KIRMA, DREA, KCSO, KAC and KPA etc. and discussed about possible threats for Kosrae due to military buildup in Guam. • Collected soil samples on the request of DREA for pH analysis. • Attended and participated in Staff Development Day activities. There were presentations/discussions on COM-FSM Self Study Report, WASC team visit, and possibilities for Online Opportunities in the COM-FSM. • Attended and participated in a meeting with the Comptroller about retirement plan.

		• Participated in the Curriculum Committee discussions as a member. • Twenty feet container used to store nursery supplies is highly infested by termite. Therefore, all the supplies were taken out and container was cleaned, treated and supplies were re-stored. This container is not enough to store all the supplies properly. Therefore, request has been submitted for price quotation for another container. • Attended and participated in a meeting organized for preparation of WASC team visit. • WASC team member Ms. Martha Tilmann visited the MPPRC along with Campus Director Kalwin Kephas. They toured the facility and were made familiar with the research and extension work of tissue culture multiplication and other projects. Ms. Tilmann was very impressed and greatly appreciated all the activities being done by the MPPRC. *Chuuk CRE:* Extension • Presenter, Sustaining Community Participation at Western Pacific-Western SARE Sub-regional Conference in Saipan from January 25-29, 2010. • Guest speaker, Chuuk Rotary Club on February 10 at High Tide Conference Room about Sustaining Community Participation • Trainer, Fefen workshop on Community Plan of Work on February 23, 2010 • Taught Saramen Chuuk Academy teacher on artificial eutrohication (fish kill) • Laid out plans in offering basic agriculture course in Fall 2010 with CARIPAC Program Coordinators Karen Simion and Toa Currie • Run one-hour radio program at 88.5 FM radio about local food composition and uses including composting Research • TSTAR fully funded" Sustainable Giant Taro Production under High Salinity in the Pacific" project • Differentiated 10 tissue-cultured sweet potato varieties from Fiji varieties were by twining habit, plant type, vine pigmentation, leaf , vine and root color • Searched websites for banana , papaya, sour sop and pineapple uses for the promotion of local foods for Food Security and shared the information in the 88.5 FM radio Community Resource Development • Culinary Arts: One- week cooking demos of 5 recipes at Chon school in Romanum island for 62 participants • Sewing: 25 participants finished training last March 30 Health, Nutrition and EFNEP • 10 women learned 12 EFNEP lessons and 5 nutritious local recipes • Reinforcement classes conducted among former EFNEP clients in Weno (10) and Epin, Patta (12) • Conducted losing-weight contest among Chuukese

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	**President:** 1. Attended the FACSSO meeting in Kosrae during the week of January 19-25, 2010. The Directors of Education Department in the FSM States is requesting that the College work with them on bridge programs, accreditation of schools, and developing their technology plan. 2. Met with Vice Speaker of Chuuk Legislature on 4/6/10 regarding fuel money for Chuuk Campus generators. Also discussed with him the bridging the gap efforts Chuuk Campus is negotiating with Chuuk Education Department. **VPSS:** VPSS met with the Student Body Association about the "self study" and accreditation. The meeting lasted about an hour with over 100 students showed. A power point presentation on the self study and accreditation was shown and discussed. This was done for the students to be aware of the WASC standards and the purposes of accreditation in preparation for the March visit. **Student Life:** Dorm Residents are very active in local and national charitable and fundraising activities,i.e. Fun Walks , Fun Runs etc. ➢ 72 Students participated in 3 fun runs so far and out of this number 48 are males and 24 are females. ➢ 17 faculty/staff participated in 2 softball leagues and 2 are faculty members and 15 are support staff. All are males. **Chuuk Campus:** MITC is a community link **Kosrae Campus:** During the College Founding Day, the public was invited to celebrate with the students; the over 15 dignitaries participated and contributed in the event.	**Chuuk Campus:** Chuuk Community has seen the importance and fine work of MITC at COMFSM. As a result, programs like the Historic Preservation Office and Department of Health Services are seeking and using services to create video/dvd programs. MITC has assisted the Department of Health Services with the HIV/Aids Awareness video and other programs as well as the Historic Preservation Office in documenting the making of a Chuukese canoe.

	Pohnpei Campus: • U.S. Ambassador Peter A. Prahar visited Pohnpei Campus on 2/22/10. CD and SC briefed the Ambassador on the status of our vocational programs. The Ambassador also had a brief tour of the campus especially the vocational area. • Pohnpei Campus Training Institute (PCTI) just completed a contract with the Pohnpei State Government in providing technical assistance in World Park Pre-Planning. The final presentation of the plan to the Governor and his advisors by Howard Rice, the Technical Advisor to the project, took place on 2/25/10 • Campus CD, IC, and SC had the first 2010 quarterly meeting with Governor John Ehsa on 2/26/10 at the Conference Room in the new State Administration Building. Topics discussed included general update of March activities at the College, PSBDC MOU and building, Gym retaining wall, spring enrollment, and impending implementation of Developmental Education Program in fall 2010. • Chinese Ambassador Zhang Weidong and his wife visited Pohnpei Campus on March 25th. 45 books about China were donated to the Campus Library. The Ambassador entertained the request from Campus Director to have the Chinese volunteer instructor teach a class or two at Pohnpei Campus. A Chinese language course could be another elective for HTM students and a course in Chinese language to the community was also explored.	
8B: Cultivate respect for individual differences, and champion diversity	**President:** 1. College continued to hire foreign nationals to promote diversity among its faculty and staff. 2. College prioritizes developmental courses in English and math due to diversity of learners at the College. 3. College successfully recruited a Chinese Language instructor with the assistance of the FSM Department of Foreign Affairs. The new instructor will spent two years at the College.	**VPSS:** Chancellor visited all the sites. She will be here with the rest of the team from March 6-12, 2010. **Chuuk Campus:** Cultural Day celebration truly brought out the best of the diversity of Chuukese culture through arts and crafts displays, singing and dance performances as well as food preparation display. The Staff Development Committee when ordering meals for the faculty and staff, reserved plates specifically for the vegetarian members of our college community

	VPAS: Through the A-Team, spent time with the management team and discuss good management practices. Respect, professionalism, honesty, teamwork, professional behavior, and accountability. Every management team we spent time to talk about good management practices to improve ourselves. **VPSS:** Met with Chancellor Serreno, chair of the ACCJC visiting team. The Chancellor was making her pre-visit to conduct logistical planning for the team's visit in March. **Chuuk Campus:** Cultural Day Celebration Food sensitive during Staff Development **Yap Campus:** 15 UB students were accompanied by 2 staffs to National Campus in Pohnpei for the annual college visit. En route to PNI, they spent 2 days in Guam to have the students apply for US Social Security Numbers which will be an advantage when they begin applying to US colleges or seek employment in the US.	

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

Objectives	Accomplishments	Comments/additional detail
9A: Improve institutional assessment and evaluation	**President:** 1. Expanded the capability of SIS database for the purposes of collecting data needed for institutional assessment and evaluation. 2. Implemented the Assessment of SLO and Program Review Plans and timeline based on recommendation from the Assessment Committee. 3. Accreditation visiting team from WASC completed the evaluation of the College after six years during the week of 3/8-11/10. **VPIA:** Assessment reports for General Education core courses prepared and being shared through curriculum committee.	**President:** Inputting/accessing data in SIS Database has been limited by the bandwidth. This is a FSM Telecom issue. Chuuk Campus: DAP Karen Simion announced the result of the COMwide assessment in courses selected to be assessed.

	Chuuk Campus: Assessment across campus **Kosrae Campus:** • Instructional services continued with data collection for current fiscal year and modifications/revisions on FY11 assessment plans. • Other offices are developing their assessment plans. **Pohnpei Campus:** • To improve the basis for course assessment, pretests depicting course SLO's were administered to all math and science classes at the beginning of the semester. The results will be compared to the post tests at the end of the term to measure the level of student improvement. • The results of the pretest also showed students were appropriately placed in their math classes. **Yap Campus:** • Assessment for FY 2010 was completed; a campus Implementation Plan was finalized and posted in all buildings on campus for easy reference by all faculty and staff so that all objectives can be achieved by end of fiscal year. • All units doing their best to collect monthly data and information for assessment. **IRPO:** IRPO Director providing training and overview to the assessment committee on WASC Level II training. **Business Office:** The Comptroller and Business Office staffs handled the preparations related to WASC visit. Comptroller, Business Office Manager, State Campus Accountant, General Accountant and Payroll Accountant actively participate in committee meetings.	

	Student Life: • The Office of the Director directed and coordinated with the three divisions and as a result the following were participated and attended to as part of our continuous improvement: ♦ Chaired/Participated in meetings of the Student Service Committee. In addition to other issues/concerns/problems, the following were also reviewed and discussed: 1. Policy on sexual harassment and the alcohol policy in relation to the Clery Act. 2. 2010 Founding Day Activities and assessment & evaluation of these activities. Most of the meetings were spent in planning for this event. ♦ Served on the Sub-committee on Coronation as Co-Chair to plan and coordinate the fundraising activities and activities in preparation for the Coronation Ceremony ♦ Participated in the meetings of the Student Service - Management Team. In addition to updates from office heads, the following were also discussed: 1. Students health insurance 2. Dormitories' condition 3. The Accreditation team visit which took place in March ♦ Participated in meetings of the Staff Development Committee. In addition to reviewing application for staff development funding requests, the meetings were also spent in planning and organizing activities in preparation for the 2010 Staff Development Day. The Staff Development Day was held on February 19. ♦Participated in the Job Audit Presentation held on January 22, 2010 *Currently both dormitories have the following permanent as well as short-term residents who are here under the UB Program: Female – 67 Male – 56 UB Kosrae – 15 Females and 9 Males UB Yap – 8 Females and 7 Males	

9B: Integrate planning, evaluation and resource allocation for continuous improvement	**President:** 1. The College has successfully converted its performance based budget into the FSM National Government Format. It has taken a while to complete this conversion as the FSM SBOC office. **VPAS:** Chaired the Planning and Resources Committee and conducted several meetings to work out plans for restructuring the college to be sustainable, maintain quality and responsive to the needs of manpower development for the FSM. Two subcommittees were developed out of the bigger committee, first to address the streamlining issues and secondly to take care of the recommendation from the Accreditation on need to upgrade Chuuk Campus power generation. The contingency plan on power generation for Chuuk campus has been completed. The work on the college streamlining is still ongoing. We hope this will be completed soon so we can plan infrastructure for each of the campuses system wide. **IRPO:** Performance budget 2011 developed and submitted to the FSM that links, planning, assessment and resource allocation. **VPSS:** As chair of the ad hoc committee on streamlining of the current structure for the college, the committee has met several times during the reporting period. The committee has flagged some programs and services in the instructional, student services, and administrative departments and has started to look at certain scenario questions. Currently, the committee is drafting a “Streamlining Plan” to be presented to the Planning and Resources Committee probably before the end of the semester.	

9C: Increase research and data driven decision making	**President:** 1. Due to expansion of the SIS database president's office continued to make informed decisions based on data. **VPAS:** • Completed the Standard IV Self Study report and the recommendations and turned them in to the ALO. • Monitor the results of the data generated by the SIS to determine trends of enrollment, migration and other important data and plan strategies to improve services at the college. **Yap Campus:** To close the loop for FY 2008-2009, we gathered and analyzed data and information in support of the specified objectives. These data and information will serve as baseline data for this current year. Objectives and strategies identified for this year and next year are based on the data / information gathered. **IRPO:** Provided assistance and data to the college committee on streamlining programs, services and structure. Initiated working draft of the Streamlining Plan with VPSS. PPEC Regional Fact Book Development • Transmitted draft to PPEC project director. Provided information for 10+ data requests ranging from enrollment, retention, persistence to graduates Reviewing and continuing development of impact for implementation of the proposed developmental education program. IPEDS data collection for HR completed January 2010.	

9D: Develop an integrated data system	**VPAS:** SIS system use has improved from the previous year. Students are actively engage in the planning for their program on line using their access privileges. **Chuuk Campus:** IC meeting included training on the SIS **IRPO:** Provided data presentations/handouts to BOR, FSM Congress and FSM EBRC. IN consultation with various standing committees begin research and development of standardized reporting criteria for semester and trend data for the college. **IT:** Work on SIS phase II continues. We have one final site visit from the developer to finalize improvements for SIS phase II, a schedule for arrival has not been set yet. We continue to make improvements to the current SIS system. We have made further improvements to the capability of the SIS to provide our research office with capabilities to be able to extract information to share for decision making purposes and information sharing to be able to make data driven decisions. We are happy with the results so far. **OARR** **1.** Director of OARR extended training on the use of the Student Information System (SIS) to Yap and Chuuk Instructional Coordinators last March 24, 2010. As such, the instructional coordinators are able to use the SIS as tool for effective academic advising, posting sections, and others. **2.** Director of OARR developed and published a "Quick Guide to myShark." The manual provides guide and instruction to instructional affair personnel and other academic advisors in accessing/using myShark especially as a tool for effective academic advising. **3.** Director of OARR developed and published procedure manual for facilitating the 2010.2 Early Registration to ensure continuity and consistency in the delivery of this services to all patrons.	**Chuuk Campus:** During the IC meeting in Pohnpei in March 2010, the ICs learn how to use the SIS so registration and other work will use the data for processing and analysis.

9e: Enhance decision making and communications at the college through implementation, monitoring and evaluation of the new governance policy and revised standing committee structure.	**DCR:** Ensure that the continuous improvement cycle is progressing by participating in committee meetings and completing committee assignments. Serving as committee member of the following committees or working groups: o Accreditation Committee o Self Study Steering Committee o Publication Committee o Endowment Fundraising Steering Committee o Planning and Resources Committee o Recruitment Admission and Retention Committee o Enrollment Management Committee o Cabinet o Assessment Committee o Sponsored Programs Committee o Facilities, Security and Maintenance Committee o Facilities and Campus Environment Committee o Information Communication Technology Committee - Ensure that all College publications meet established guidelines Ensure that all fundraising activities of the college meet expected goals	**DCR:** - A new publications guidelines handbook has been developed to provide guideline for all college publications. The handbook will be reviewed by the Publications Committee in April 2010. - A new fundraising schemes handbook has been developed to provide guideline for all college fundraising efforts. The handbook will be reviewed by the Endowment Fundraising Steering Committee during their April 2010 meeting.

	IRPO: Completed the 1rd quarter 2010 Performance report. The report has been placed on the IRPO website. The VPAS emailed the link to the college community with recommendations on how to use the report. The link has also been placed on the college campus news and events by IT staffs. Self study • Provided extensive information/data for IPRO component of the college web site to support accreditation. Developed criteria for review of the SEG 2010 Extra funds project for review by the sponsored programs committee	

COLLEGE OF MICRONESIA - FSM, Enrollment Management Indicator Data Fall 2009

#	Indicator	Target ratios	National	Pohnpei	Chuuk	Kosrae	Yap	FMI
1	**Student/Faculty Ratio**	**# of faculty**		35		24		
2	**Learning resources staff ratio**	**# LRC staff**	14	2	3	1	1	
3	**LRC volume capacity**	**# of LRC volumes**	60,321	9,508	9,533	7337	7912	
4	**LRC seating capacity**	**# LRC seats**	125	22	46	40	32	
5	**Counselors (FAO, OAR & Counseling)**	**1 counselor of each type for every 250 students**						
5a	*Counselor FAO*	*# of FAO Counselor*	3	2	2	1	1	
5b	*Counselor OAR*	*# of OAR counselor*	2	2	3	1	1	
5c	*Counselor General Counseling*	*# of general counselor*	3	2	2	0	0	
6	**Student life specialists**	**# of recreation staff**	6	2	1	0	0	
7	**Nurse/Health**	**# of nurse**	1	1	0	1	1	
8	**Administrative staff**	**# of administrative staff**	No data	10	8	4		
9	**Overall Environmental**	**Electrical power & email access during all school hours; 1 female toilet for every 30 students & 1 male toilet facility for every 40 students, accessible drinking water per building; a bookstore and campus store or available food source**						
9a	Electrical power	Is power available 100% of instructional day?	100%	Yes	Yes	Y	Yes	
9b	Email access	Is email accessible all school hours?	100%	Yes	YES	Y	Yes	
9c	Toilets (female)	# of female toilet	31	10	11	4	5	
9d	Toilets (male)	# of male toilet	31	11	11	4	4	
9e	Accessible drinking water	# of buildings w/ accessible drinking water	13	13	7	5	2	
9f	Building	# of buildings	15	18	13	5	4	
9g	Bookstore	Is there a bookstore available?	Yes	Yes	Yes	1	Yes	
9h	Refreshment source	Is there a food source/store available?	Yes	Yes	Yes	1	Yes	
10	**Daytime security**	**# of security guard**	3	2	7	1	5	
11	**Classroom capacity**	**# of classroom**	15	24		3	4	
12	**Maintenance**	**# of maintenance staff**	19	5		3	2	
13	**Janitors**	**# of janitor**	11	6		1	2	
14	**IT technicians**	**# of IT technician**	4	2	1	1	2	
15	**Student computers**	**# of student computer**	161	64	73	45	36	
16	**Faculty computers**	**1 computer for every full time faculty & 1 for each 1 part time FTE**						
16a	Faculty computers (full time)	# of full time-faculty computer	No data	26		9	8	
16b	Faculty computers (partly time)	# of FTE part time-faculty computer	No data	4		1	0	

College of Micronesia - FSM

Institutional Priorities FY 2009

Introduction

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

1. Improve communications, governance and technical assistance by:
    a. Promoting linkages with K – 12 and external stakeholders. PRPS 1, 3, 4, 5 WR 1, 4, 5 REPORT against SG 4a
    b. Promoting the college as a major source of technical assistance for the nation. PRPS 1, 3 REPORT against SG 7c
    c. Ensure that all WASC recommendations on communications and governance are meet by implementation of the communications and governance policies and plans with emphasis on completing all decision grids for roles and responsibilities and decision making and development of written processes and procedures. PRPS 1, 3 WR 1, 2, 3, 4, 5 REPORT against SG 4a
2. Enhance instructional and student services (Promoting all aspects of the college as a learning centered community college) by:
    a. Expanding service learning opportunities on all campuses through student organizations and academic courses. REPORT against SG 1a (instruction) 2b (student services)
    b. Increasing opportunities for improved transfer and continuing education opportunities for students. REPORT against SG 2b
    c. Conducting training for all faculty and staff for the college on student centered learning, TESOL techniques and improved assessment activities. REPORT against SG 5a
    d. Implementing at least one learning community at each campus per semester. REPORT against SG 1a
    e. Revising program and course outlines to reflect learning centered learning approaches. REPORT against SG 1a
    f. Revising job descriptions of faculty and staff to reflect learning centered work activities. REPORT against SG 5c
    g. Implementing a uniform general education core assessment across all campuses. REPORT against SG 9a
3. Improve fiscal stability and facilities by:
    a. Implementing a comprehensive strategy for the college's endowment fund. WR 4 REPORT against SG 6b
    b. Developing a plan for attaining fiscal stability of the college. PRPS 1 REPORT against SG 6a
    c. Conducting a comprehensive review of college operations for equity in resource allocation, based on data and evidence collected in FY 2008. WR 4, 6 REPORT against SG 9b
    d. Implementing the college's facilities master plan with emphasis on:
        i. Promoting infrastructure development for Chuuk campus permanent site WR 8 WR 9 REPORT against SG 3a
        ii. Improving preventive maintenance and energy management in new and existing building WR 9 REPORT against SG 3b
        iii. Promoting facilities design and renovation to enhance a learning centered physical environment WR 9 REORT against SG 3a
4. Ensure Continuous improvement by:
    1. Implementing and monitoring progress on the college's enrollment management plan and conducting formative assessment. PRPS 4, 5 REPORT against SG 2a
    2. Review and revision of the college's technology plan that evaluates, supports and plans for the future of instruction, student services and administrative functions across the college's sites. WR 4 REPORT against SG 4b
    3. Raising the profile of the college through enhanced research and reporting. PRPS 1 REPORT against SG 9c
    4. Monitoring implementation of the institutional assessment system for all programs and services of the college to <u>ensure program review occurs for all programs and services</u> and met training needs of faculty and staff with emphasis on closing the loop to determine change based on evidence. PRPS 4, 6 WR 3, 4, 5, 6 REPORT against SG 9a
    5. Providing continuous improvement through a comprehensive staff training program. WR 4 REPORT against SG 5a
    6. Preparing for development of the college's self study to meet WASC accreditation standards in FY 2010. PRPS All WR All REPORT against all strategic goals as appropriate
    7. Meeting all WASC Recommendations by March 31, 2009 REPORT against all strategic goals as appropriate
    8. Following up on implementation and status of FY 2008 priorities. PRPS All WR All REPORT against all strategic goals as appropriate

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

College of Micronesia - FSM
Summary of Expenditures
From October 01, 2009 to March 31, 2010

		Actual Expenditures	Compact II Share	COM-FSM Share
Campuses:				
Pohnpei		793,906	453,456	340,451
Chuuk		775,824	280,764	495,060
Kosrae		323,644	141,393	182,252
Yap		298,209	119,463	178,746
		2,191,584	**995,076**	**1,196,508**
National				
211	Social Science	70,957	54,559	16,397
212	Education	121,828	105,872	15,957
213	Business	101,122	71,882	29,240
214	Math & Science	245,833	188,945	56,887
215	Lang & Lit	139,408	104,122	35,286
217	Agriculture	25,724	20,666	5,058
221	Exercise Sport Sc	16,283	9,439	6,843
271	LRC & MITC	162,132	127,959	34,173
313	Counselling	34,711	-	34,711
314	Recreation/Gym	144,321	-	144,321
401	Dormitory	3,929	-	3,929
371	Maintenance	389,999	-	389,999
	National	**1,456,247**	**683,444**	**772,803**
System support:				
Office of the President				
151	Office of the President	118,219	-	118,219
900	Land grant	47,583	-	47,583
		165,802	**-**	**165,802**
Administrative Services				
191	Office of VPAS	35,453	-	35,453
153	HR Office	59,904	-	59,904
152	Research/Planning	39,594	-	39,594
163	Business Office	198,972	-	198,972
155	Dev./Community Rel.	22,232	-	22,232
272	Information Technology	159,398	46,420	112,978
		515,552	**46,420**	**469,132**
Instructional Affairs				
201	Office of the VPIA	155,770	112,434	43,336
216	Vocational Education		-	-
		155,770	**112,434**	**43,336**
Student Services				
301	Office of the VPSS	109,707	-	109,707
311	Admissions & Records	56,694	-	56,694
312	Financial Aid	75,865	-	75,865
		242,266	**-**	**242,266**
	System-wide	**1,079,391**	**158,854**	**920,537**
	Total Expenditures	**4,727,222**	**1,837,374**	**2,889,848**

Summary of Compact II Expenditures

From October 01, 2009 to March 31, 2010

Divisions	National	Pohnpei	Chuuk	Kosrae	Yap	Total
Quarter 1 (October 01, 2009 - December 31, 2009)						
201	61,586	-	-	-	-	61,586
211	29,183	-	-	-	-	29,183
212	59,431	-	-	-	-	59,431
213	38,482	-	-	-	-	38,482
214	97,633	-	-	-	-	97,633
215	57,687	-	-	-	-	57,687
217	11,007	-	-	-	-	11,007
221	5,083	-	-	-	-	5,083
271	69,005	-	-	-	-	69,005
272	25,762	-	-	-	-	25,762
112	-	196,068	169,002	98,048	60,322	523,440
114	-	40,551	23,556	18,707	18,729	101,542
	454,858	236,618	192,557	116,755	79,051	1,079,840
Quarter 2 (January 01, 2010 - March 31, 2010)						
201	50,848	-	-	-	-	50,848
211	25,377	-	-	-	-	25,377
212	46,440	-	-	-	-	46,440
213	33,400	-	-	-	-	33,400
214	91,312	-	-	-	-	91,312
215	46,435	-	-	-	-	46,435
217	9,659	-	-	-	-	9,659
221	4,357	-	-	-	-	4,357
271	58,954	-	-	-	-	58,954
272	20,658	-	-	-	-	20,658
112	-	181,708	68,273	15,177	20,758	285,916
114	-	35,130	19,934	9,460	19,654	84,178
	387,440	216,837	88,207	24,637	40,412	757,534
Quarters 1 and 2 (October 01, 2009 - March 31, 2010)						
201	112,434	-	-	-	-	112,434
211	54,559	-	-	-	-	54,559
212	105,872	-	-	-	-	105,872
213	71,882	-	-	-	-	71,882
214	188,945	-	-	-	-	188,945
215	104,122	-	-	-	-	104,122
217	20,666	-	-	-	-	20,666
221	9,439	-	-	-	-	9,439
271	127,959	-	-	-	-	127,959
272	46,420	-	-	-	-	46,420
112	-	377,775	237,274	113,225	81,080	809,356
114	-	75,680	43,490	28,167	38,383	185,720
	842,298	453,456	280,764	141,393	119,463	
COM - FSM Expenditures Under COMPACT II - Education Sector Grant						1,837,374

COLLEGE OF MICRONESIA-FSM
BOARD OF REGENTS

ACTIONS AND DIRECTIVES
March 15-17, 2010

1. The modifications to the catalog in-force policy were approved effective Fall 2010.

2. The amendments to Section IX Leave Policies of the Personnel Policy and Procedure Manual except the proposed section 6 on paternity leave were approved for immediate implementation.

3. The proposed addition on paternity leave was deferred to the next meeting.

4. A bookstore policy was approved for immediate implementation.

5. The Board endorsed the Project for Introduction of Clean Energy by Solar Electricity Generation at the National Campus in principal; formal approval is pending successful negotiations on the college's behalf.

6. The Board adopted a resolution recognizing and commending Pastor Isamo Welles for his commitment, service, and dedication to the College and to the Nation while serving as a Regent of the College.

7. The minutes as corrected of the December 9-11, 2009, regular meeting were adopted.

8. The next meeting is a regular meeting scheduled to begin the third Monday in May at the National Campus.

Lyndon Cornelius, Vice Chairman

Mary B. Figir, Secretary-Treasurer

Kasio E. Mida, Member

Churchill Edward, Member