

College of Micronesia – FSM - Performance reporting form

Department/Division:		Period:	4 <sup>th</sup> Quarter 2007
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**Strategic goal 1:** Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively

Objectives	Accomplishments	Comments/additional detail																																																												
1A: Promote quality teaching and learning-centered behaviors and environments for the six campuses	<p><b>Fall Semester 2007 Enrollment</b></p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>M</b></td> <td><b>221</b></td> <td><b>30</b></td> <td><b>108</b></td> <td><b>337</b></td> <td><b>422</b></td> <td><b>107</b></td> </tr> <tr> <td><b>F</b></td> <td><b>262</b></td> <td><b>0</b></td> <td><b>102</b></td> <td><b>260</b></td> <td><b>493</b></td> <td><b>80</b></td> </tr> <tr> <td><b>T</b></td> <td><b>483</b></td> <td><b>30</b></td> <td><b>210</b></td> <td><b>597</b></td> <td><b>915</b></td> <td><b>187</b></td> </tr> </tbody> </table> <p>College total: 51 Male/49 Female ratio</p> <p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>For Fall 07, a combined total 526 class sections are currently being offered and taught by a combined total of 105 full time instructors, 53 part time instructors, and 6 teaching assistants.</li> <li>The Hospitality and Tourism Program offered 3 of the program courses at the National Campus with 24 students enrolled in this program for the fall 2007 semester.</li> <li>Dr. Steve Palumbi, accomplished molecular biologist from Stanford University came to Pohnpei August 22-30, to work with the Marine Science students and CSP.</li> <li>The Hospitality and Tourism Program has moved about one half of its classes to the National Campus with 24 students enrolled in this program for the fall 2007 semester.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>All 18 instructors (8 fulltime and 10 part-time) meet at least the minimum qualifications and are certified to teach COM-FSM courses and completed the semester in mid May.</li> <li>All classrooms, labs, LRC are fully equipped with all necessary supplies and materials. There are 3 laptops and LCD projectors for use in the classrooms by faculty.</li> <li>Faculties coordinate with LRC on resource materials for their</li> </ul>		CC	FMI	KC	PC	NC	YC	<b>M</b>	<b>221</b>	<b>30</b>	<b>108</b>	<b>337</b>	<b>422</b>	<b>107</b>	<b>F</b>	<b>262</b>	<b>0</b>	<b>102</b>	<b>260</b>	<b>493</b>	<b>80</b>	<b>T</b>	<b>483</b>	<b>30</b>	<b>210</b>	<b>597</b>	<b>915</b>	<b>187</b>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>VPIA led a workshop on academic advising on August 9, 2007.</li> <li>ISLET has 2 presentations scheduled: October 26, 2007 – Cultural Differences in the Classroom and early Nov. – Quick strategies to help students learn content area vocabulary.</li> </ul> <table border="1"> <thead> <tr> <th>Campus</th> <th>No. of course sections</th> <th>Full time Faculty</th> <th>Part time faculty</th> </tr> </thead> <tbody> <tr> <td>National</td> <td>223</td> <td>49</td> <td>7</td> </tr> <tr> <td>Chuuk</td> <td>97</td> <td>15</td> <td>13</td> </tr> <tr> <td>Kosrae</td> <td>42</td> <td>8</td> <td>5</td> </tr> <tr> <td>Pohnpei</td> <td>110</td> <td>22</td> <td>17, 1 TA*</td> </tr> <tr> <td>Yap</td> <td>41</td> <td>6</td> <td>11</td> </tr> <tr> <td>FMI</td> <td>13</td> <td>5</td> <td>5 TA's.</td> </tr> <tr> <td>Totals</td> <td>526</td> <td>105</td> <td>53 PT; 6 TA's</td> </tr> </tbody> </table> <p>*Teaching Assistant</p> <ul style="list-style-type: none"> <li>The initiative to offer HTM courses at national campus is a result of a recommendation from the program evaluation completed in 2006 which indicated that enrollment in the program was declining. Since the program was located at a state campus, it was viewed as not a “real” degree program. 2 are sophomores, 1 is a staff member, and the remaining 21 are freshmen.</li> </ul>	Campus	No. of course sections	Full time Faculty	Part time faculty	National	223	49	7	Chuuk	97	15	13	Kosrae	42	8	5	Pohnpei	110	22	17, 1 TA*	Yap	41	6	11	FMI	13	5	5 TA's.	Totals	526	105	53 PT; 6 TA's
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	<p>classes and programs.</p> <ul style="list-style-type: none"> <li>Tutoring sessions have not been implemented. Recruitment of qualified tutors are in process now. Once tutors are identified, the tutoring sessions will begin.</li> </ul>	<p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>217 New students</li> <li>266 returning students</li> <li>5,667 total credits</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>A total of 30 students registered for fall '07: 14 first year students and 16 second year students. 9 of the 16 second year students registered in the Navigation program and 7 registered in the Marine Engineering program. All first year students are required to take courses in both programs as well as fishing courses.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>SC117 class along with their instructor conducted 3 field trips with 5 site visits to supplement the theories/concepts discussed in class. Students collected data, made reports and discussed them in class.</li> <li>2 e-tutorials on factoring and operations of signed numbers were posted on the Math/Science web-page for students' easy access.</li> <li>9 science laboratory items (3 sets of inclined planes &amp; 6 wooden blocks) were constructed by the Vocational Division.</li> <li>IC prepared and submitted to DAP textbook orders consisting of 2,745 volumes for Spring &amp; Summer 2008.</li> </ul>																																								
<p>1B: Make developmental courses an institutional priority</p>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>Incoming new students given Gates McGinitie AR reading comprehension test and scores used to assist in placement into English reading and writing courses.</li> </ul> <p><b>Fall Semester 2007 Development Courses</b></p> <table border="1" data-bbox="537 1276 1266 1421"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>Total Courses</b></td> <td><b>78</b></td> <td><b>9</b></td> <td><b>40</b></td> <td><b>106</b></td> <td><b>196</b></td> <td><b>41</b></td> </tr> <tr> <td><b>Developmental</b></td> <td><b>35</b></td> <td><b>0</b></td> <td><b>10</b></td> <td><b>45</b></td> <td><b>39</b></td> <td><b>13</b></td> </tr> <tr> <td><b>% Developmental</b></td> <td><b>45%</b></td> <td><b>0%</b></td> <td><b>25%</b></td> <td><b>42%</b></td> <td><b>20%</b></td> <td><b>32%</b></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	<b>Total Courses</b>	<b>78</b>	<b>9</b>	<b>40</b>	<b>106</b>	<b>196</b>	<b>41</b>	<b>Developmental</b>	<b>35</b>	<b>0</b>	<b>10</b>	<b>45</b>	<b>39</b>	<b>13</b>	<b>% Developmental</b>	<b>45%</b>	<b>0%</b>	<b>25%</b>	<b>42%</b>	<b>20%</b>	<b>32%</b>	<p><b>[VPIA]</b></p> <p>Fall 07 Reading Placement Grade Equivalent Scores National Campus</p> <table border="1" data-bbox="1304 1211 1728 1403"> <thead> <tr> <th colspan="3">GE Combined Voc &amp; Comprehension</th> </tr> <tr> <th>GE Level</th> <th>No. of Students</th> <th></th> </tr> </thead> <tbody> <tr> <td>5th</td> <td>18</td> <td>8%</td> </tr> <tr> <td>6th</td> <td>63</td> <td>29%</td> </tr> </tbody> </table>	GE Combined Voc & Comprehension			GE Level	No. of Students		5th	18	8%	6th	63	29%
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7th	52	24%
8th	38	18%
9th	12	6%
10th	9	4%
11th	4	2%
12th	3	1%
Post		
HS	16	7%
	215	100%

Fall 07 Pohnpei Campus

GE Combined Voc & Comprehension		
GE Level	No. of Students	
3rd	5	1%
4th	53	16%
5th	140	42%
6th	74	22%
7th	20	6%
8th	4	1%
9th	2	1%
10th	1	0%
11th	0	0%
12th	1	0%
Post		
HS	1	0%
	301	

Fall 07 Kosrae Campus

GE Combined Voc & Comprehension		
GE Level	No. of Students	Percentage
4th	2	3%

5th	12	20%
6th	20	33%
7th	13	22%
8th	7	12%
9th	4	7%
10th	0	0%
11th	0	0%
12th	0	0%
PHS	2	3%
	60	100%

- A working group has been formed to design a new developmental education program for the College. Research for this project began last summer with a face-to-face meeting of the working group planned for mid-October. A timeline for completion of the project is established and a proposal will be ready for the December BOR meeting.

**[Chuuk Campus]**

- The number of courses includes multiple sections of courses.

**[Kosrae Campus]**

- The following courses were canceled due to zero and/or low enrollment.
1. AG 086 Micro propagation and Nursery Practices (4)
  2. BU 097 Small Business Management (3)
  3. ED 211 Classroom Methods (3)
  4. EN 120b Expository Writing II (3)
  5. ESL 087 Listening and Speaking II (3)
  6. SS 100 World of Work (3)

**[Pohnpei Campus]**

- A total of 106 classes are being offered this fall semester of which 29 sections are in developmental English and 16 sections are

		<p>developmental math.</p> <ul style="list-style-type: none"> <li>• During the orientation week in July, 304 English placement tests (Gates McGinitie Test, AR Level) were administered and corrected.</li> <li>• During the first and second weeks of classes Gates McGinitie Test Levels 5 &amp; 6 were administered to 270 students in ESL reading classes.</li> <li>• 3 math/science puzzles were posted with 2 winning entries from the 56 total entries</li> <li>• Developed 9 CEU courses in trades and technology</li> </ul>
<p>IC: Enhance faculty involvement in the college</p>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• 4 faculty members are acting as advisors for student groups. 4 new academic oriented student clubs have been formed this semester</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Conducted tutor training at all campuses for selected faculty members. At least, four faculty members including the ICs from each campus participated in the workshops.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 9 full-time instructional faculty members and 4 part-time faculty members</li> <li>• Full-time instructional faculty assisted with Fall07 Orientation, Registration, and Student Advisement</li> <li>• Instructional faculty member Skipper Ittu assisted with administration of Gates-MacGinitie Fall07 placement testing for reading.</li> <li>• IC and Voc. Ed chair Murphy Ribauw attended and involved in system-wide Programs Planning meeting at the National Campus.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 2 faculty are involved in the revision of the GS program</li> <li>• 1 faculty coordinated and supervised students from Pohnpei Campus to compete in the English speech contest.</li> <li>• Division Chairs participated in the Program Planning Workshop</li> </ul>	

	<p>at the National Campus on August 30-31, 2007.</p> <ul style="list-style-type: none"> <li>• Faculty members are currently working on web pages for their respective divisions.</li> <li>• Math/Science Division Chair, IC &amp; 3 other instructors were instrumental in the hiring process of 2 new instructors.</li> <li>• English &amp; CA/BU instructors in collaboration with student services staff administered and corrected English placement tests for 304 in-coming students.</li> <li>• Meeting of division chairpersons was held on September 27 and was presided by the instructional coordinator. Responsibilities of Division Chairpersons, appropriate attire for instructors, and professional behaviors in the work place were reviewed and discussed.</li> </ul>	
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**Strategic goal 2:** Provide institutional support to foster student success and satisfaction

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
<p>2A: Promote strategic enrollment management for the college</p>	<p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• VPSS assisted with the orientation and registration process</li> </ul> <p><b>[Office of Admissions]</b></p> <ul style="list-style-type: none"> <li>• Processed 30 applications for 3<sup>rd</sup> Year Certificate Program</li> <li>• Processed 57 applications for Readmissions</li> <li>• Processed 6 applications for 2<sup>nd</sup> degree.</li> <li>• Prepares and processed fall 2007 Registration for National and State campuses.</li> </ul> <p><b>[Yap Campus]</b> <u>Summer Session:</u></p> <ul style="list-style-type: none"> <li>• 185 students registered/enrolled for the summer session with 128 in degree programs and 57 in certificate programs. 149 are full time; 36 are part time. 97 males; 88 females. 20 new students, 133 continuing students, 32 returning students. 101 are freshmen, 77 sophomores, 7 Unclassified.</li> <li>• Summer is usually a time when Yap DOE teachers come to campus to take courses towards their associate degrees. For this summer, there are a total of 101 Yap DOE staffs taking courses. 80 are classroom teachers and 21 are staffs from the Special Education Program (SEPPi).</li> </ul>	<p><b>[Yap Campus]</b> **Didn't meet projected revenue for Fall 2007. It is short by \$33,105. Recruitment campaign for the campus is under way to increase the number of enrolled students in the subsequent semesters.</p> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• We have a total of 16 second year students. <ul style="list-style-type: none"> <li>○ 7 Engineering students</li> <li>○ 3 Pohnpeian</li> <li>○ 4 Yapese.</li> <li>○ 9 Navigation students</li> <li>○ 3 Pohnpeian</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• 84 are regular students including 13 from the Upward Bound Program. This is the first summer that we have more than 20 regular students enrolled during a summer session.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 137 students are currently enrolled in vocational programs.</li> <li>• Fall 2007 class schedule was modified as a result of the English placement test administered on July 23 &amp; 24; 4 more sections of ESL071 &amp; 1 section of ESL070 were added.</li> <li>• Orientation &amp; Registration of new students were consolidated following a comprehensive action plan including change in registration venue and condensing length for new students' registration to two days.</li> <li>• Gates McGinitie Test Level 5 &amp; 6 was administered to 270 students in ESL reading classes.</li> <li>• 137 students are enrolled in the vocational programs.</li> <li>• Fall 2007 class schedule is modified as a result of the English placement test; 4 more sections of ESL071 and 1 of ESL070 are added. Additional math and English developmental courses were also offered.</li> </ul>	<ul style="list-style-type: none"> <li>○ 5 Chuukese</li> <li>○ 1 Yapese</li> </ul> <ul style="list-style-type: none"> <li>• 14 first year students. <ul style="list-style-type: none"> <li>○ 1 Kosraean</li> <li>○ 3 Chuukese</li> <li>○ 10Yapese</li> </ul> </li> </ul>
<p>2B: Become more student-centered in the development of specific college system policies and procedures</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Signed the employment contract for the Director of Student Life</li> <li>• Sign contract for construction of the FEMA building at Yap Campus for vocational classrooms.</li> <li>• Approved 4 Lease Agreements for offices and classrooms for Chuuk Campus</li> <li>• All standing committees have student representatives so the representatives can voice students concerns and wishes.</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Conducted orientation workshops on college policies and regulations to the incoming freshmen.</li> <li>• Conducted Peer Guide Training to prepare them for the Freshmen Orientation Week.</li> </ul> <p><b>[Office of Admissions]</b></p> <ul style="list-style-type: none"> <li>• Processed 43 school certifications for FSM Social Security.</li> <li>• Processed and distributed student history to advisors for advising student for summer and fall 2007 course selection.</li> </ul>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Director of Student Life will be on board by 10/22/07</li> </ul>

	<ul style="list-style-type: none"> <li>• Prepares files for new student.</li> <li>• Processed 340 transcript requests for month of July, August and September 2007</li> <li>• Processed summer 2007 report card for National and State Campuses students.</li> <li>• Processed application for course substitution and withdrawals.</li> <li>• Processed transfer credits from other schools.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Conducted training on “active communication” for the National Campus Peer Guide volunteer during their July 17<sup>th</sup> Workshop at the FSM-China Friendship Sports Center.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Student Body Association for new school year is formed.</li> <li>• It is now a practice to consider learner-centeredness as we plan, set up, and purchase furniture and materials for the campus.</li> <li>• Three-day tutoring workshop was conducted to staff.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• The student body association has elected officers and they are:  Bernard Sewralig – President  Charles Futumai – Vice President  Bernadette Fasong – Secretary  Merlyn Yinugbuloy – Treasurer  Julie Waathan – SBA Advisor</li> <li>• SBA Officers are invited to join biweekly staff meetings</li> <li>• SBA Officers and students are involved in the upkeep of the campus grounds by doing weekly clean up on Fridays.</li> <li>• Campus has been sectioned to have designated parking areas at both ends of the campus and to seal off areas where students walk between buildings. This measure is taken to assure the safety of students and everyone on campus.</li> <li>• Faculty evaluations by students were done in July for the summer session. The evaluations results are shared with the faculty members, both full time and part time.</li> <li>• Advisements of students are done throughout the semester. A listing of all students is posted with the names of their respective advisors. This is also done during the summer</li> </ul>	
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	<p>session whereby students are encouraged to see their advisors, especially at mid term. For this fall semester, early warning notices have been submitted by faculty members and advisors are calling in their advisees for counseling.</p> <ul style="list-style-type: none"> <li>• Announcements and policies are posted in classrooms, lab, and student areas for public awareness. Also, all students and faculties have email addresses to which announcements and other information are sent.</li> <li>• 6 workshops, seminars, and social activities have been held on campus during the summer session. These include 2 financial aid workshops, Nutrition in Yap, Movie Night on campus, Tobacco Use in Yap, STD in Yap, and an Ice Cream Social.</li> <li>• Activities for August &amp; September include Alcohol &amp; Drug Abuse Presentation, Diabetes &amp; Hypertension Screening, STD, Time Management, Stress Management, How to succeed in college, Career Day, Campus Welcoming Gathering, Movie Night.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• We are experimenting with a new schedule where we do not hold regular classes on Monday of the pay week. We have used that Monday for staff development and the other for extra tutoring based on needs of students during the previous week.</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• Officers of the Student Body Association were elected and sworn into office in September. The SBA president attends staff meetings to present his colleagues views on the policies and procedures and their implementation.</li> </ul>	
<p>2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value</p>	<p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• On July 27<sup>th</sup>, Yap Campus held its 2<sup>nd</sup> Graduation Ceremony (jointly with Upward Bound Program) with a total of 19 students receiving their AS degrees in Teacher Education – Elementary, 5 receiving their certificate of achievements in general studies, and 1 receiving a certificate of achievement in Construction Electricity.</li> <li>• Yap Campus holds its commencement exercise once a year, at the end of the summer sessions, for all graduates for falls, spring, and summer in one academic year. For the academic year 2006-2007, there are a total of 23 graduates.</li> </ul>	<p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• 36 students received diplomas</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• 10 students graduated in spring 07. <ul style="list-style-type: none"> <li>○ 5 students Class 5 Masters</li> <li>○ 5 students Class 5 Engineers</li> <li>○ 9 from Yap</li> <li>○ 1 from Chuuk</li> </ul> </li> </ul>

**Spring Semester 2007 # of Graduates**

	CC	FMI	KC	PC	NC	YC
<b>M</b>	4	10	0	5	37	4
<b>F</b>	6	0	0	2	38	2
<b>T</b>	10	10	0	7	75	6

**Summer Semester 2007 # of Graduates**

	CC	FMI	KC	PC	NC	YC
<b>M</b>	1	0	8	0	7	8
<b>F</b>	1	0	7	0	3	1
<b>T</b>	2	0	15	0	10	9

**Retention Rate: Fall 05 & Fall 06 (IRPO)**

	CC	FMI	KC	PC	NC	YC
<b>Rate</b>	77%	N/A	46%	48%	71%	29%

College retention rate: 53%**PELL Spring 2007 (#)**

#	CC	FMI	KC	PC	NC	YC
<b>T</b>	104	0	74	52	407	99

**PELL Spring 2007 (\$)**

\$	CC	KC	PC	NC	YC
<b>T</b>	\$107,327	\$66,326	\$37,167	\$677,021	\$85,095

**SEG SEOG/CWS Summer 2007**

	CC	FMI	KC	PC	NC	YC
<b>#</b>		0		4	172	88
<b>\$</b>		0		\$456.25	\$32,999.25	\$36,754

**SEG Student Assistance Summer 2007 (\$)**

	CC	KC	PC	NC	YC
<b>#</b>	54	7	126	232	48
<b>\$</b>	\$24,040	\$3,092	\$44,044	\$126,108	\$22,212

**[Kosrae Campus]**

- Spring 2007 by program graduates/
  - Teacher Preparation – 12
  - CA Carpentry – 1
- Summer 2007 by program graduates:
  - CA Agriculture – 1
  - CA Electronics - 2
  - Advanced Cert. Electronics -1
- OAR director from National Campus conducted a monitoring visit with local student services personnel.

**Separate Sheet(s) – Number of graduates by Programs Spring and Summer 2007**

<p>2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious</p>	<p><b>Summer Semester 2007 # Visits to Dispensaries</b></p> <table border="1" data-bbox="537 285 1272 412"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>M</b></td> <td>n/a</td> <td>5</td> <td>124</td> <td>107</td> <td>333</td> <td>n/a</td> </tr> <tr> <td><b>F</b></td> <td>n/a</td> <td>0</td> <td>109</td> <td>43</td> <td>496</td> <td>n/a</td> </tr> <tr> <td><b>T</b></td> <td>n/a</td> <td>5</td> <td>233</td> <td>150</td> <td>829</td> <td>n/a</td> </tr> </tbody> </table> <p><b>Table Counseling Activities by Campus</b> <b>Summer Semester 2007 # Visits to Counseling (Regular)</b></p> <table border="1" data-bbox="537 505 1289 727"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Academic</td> <td>n/a</td> <td>0</td> <td>31</td> <td>58</td> <td>54</td> <td>115</td> </tr> <tr> <td>Discipline</td> <td>n/a</td> <td>0</td> <td>0</td> <td>2</td> <td>11</td> <td>0</td> </tr> <tr> <td>Personal</td> <td>n/a</td> <td>0</td> <td>0</td> <td>0</td> <td>18</td> <td>10</td> </tr> <tr> <td>Career</td> <td>n/a</td> <td>0</td> <td>0</td> <td>0</td> <td>233</td> <td>10</td> </tr> <tr> <td>Transfer</td> <td>n/a</td> <td>0</td> <td>5</td> <td>1</td> <td>37</td> <td>20</td> </tr> <tr> <td>Other</td> <td>n/a</td> <td>0</td> <td>n/a</td> <td>1</td> <td>168</td> <td>220</td> </tr> </tbody> </table> <p><b># visits to Peer Counseling</b></p> <table border="1" data-bbox="537 789 1289 1036"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Family Planning</td> <td>n/a</td> <td>0</td> <td>63</td> <td>n/a</td> <td>80</td> <td>10</td> </tr> <tr> <td>Financial Aid</td> <td>n/a</td> <td>0</td> <td>8</td> <td>n/a</td> <td></td> <td>30</td> </tr> <tr> <td>Substance Abuse</td> <td>n/a</td> <td>0</td> <td>23</td> <td>n/a</td> <td>98</td> <td></td> </tr> <tr> <td>Personal</td> <td>n/a</td> <td>0</td> <td>2</td> <td>n/a</td> <td>99</td> <td>20</td> </tr> <tr> <td>Other</td> <td>n/a</td> <td>0</td> <td>14</td> <td>n/a</td> <td>28</td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	<b>M</b>	n/a	5	124	107	333	n/a	<b>F</b>	n/a	0	109	43	496	n/a	<b>T</b>	n/a	5	233	150	829	n/a		CC	FMI	KC	PC	NC	YC	Academic	n/a	0	31	58	54	115	Discipline	n/a	0	0	2	11	0	Personal	n/a	0	0	0	18	10	Career	n/a	0	0	0	233	10	Transfer	n/a	0	5	1	37	20	Other	n/a	0	n/a	1	168	220		CC	FMI	KC	PC	NC	YC	Family Planning	n/a	0	63	n/a	80	10	Financial Aid	n/a	0	8	n/a		30	Substance Abuse	n/a	0	23	n/a	98		Personal	n/a	0	2	n/a	99	20	Other	n/a	0	14	n/a	28		<p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• Dispensary to be established next fiscal year. Currently all illnesses are treated at the Yap State Hospital.</li> </ul> <p><b>[Health Services]</b></p> <ul style="list-style-type: none"> <li>• A total of 48 patients were seen during the reporting period: <ul style="list-style-type: none"> <li>○ 30 male</li> <li>○ 18 female</li> </ul> </li> <li>• See Health Services attachment for additional details.</li> </ul> <p><b>[Counseling National]</b></p> <ul style="list-style-type: none"> <li>• Assisted with Orientation of new students.</li> <li>• Issued new and returning students with COM-FSM e-mail accounts.</li> <li>• 2 counselors assisted with training of Peer Guides for fall semester 2007.</li> <li>• 1 counselor supervised participants under the Peer Guide Program in meeting and assisting new students at the airport.</li> <li>• 1 counselor participated in Youth Camp sponsored by the Mental Health Department of Pohnpei State.</li> <li>• Organized and coordinated career day exploration to 200+ students.</li> <li>• Students seeking transfer information, counseling sessions included steps in planning to transfer, applying for admissions, arranging, applying, and soliciting financial aid, etc.</li> <li>• 1 counselor participated in planning and organizing activities under the Faculty/Staff Senate and the Phi Theta Kappa chapter at COM-FSM.</li> <li>• 1 counselor attended and participated in 2-day Programs Planning Conference</li> </ul>
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		<ul style="list-style-type: none"> <li>• Assisted as Ad Hoc Committee Member with screening, interviewing, and recommending for candidates for needed positions here at COM-FSM.</li> <li>• Completed and submitted budget fy09.</li> <li>• Assisted 116 students who have been placed on financial aid suspension with financial aid appeals.</li> <li>• Provided scholarship application information to 28 students.</li> </ul> <p><b>[Pohnpei Campus]</b>  Dispensary &amp; Counseling Activities for the 4<sup>th</sup> quarter</p> <p><u>Dispensary</u></p> <ul style="list-style-type: none"> <li>• 118 General visits</li> <li>• 75 visits for family planning</li> </ul> <p><u>General Counseling:</u></p> <ul style="list-style-type: none"> <li>• Academic: <ul style="list-style-type: none"> <li>○ 72 Satisfactory Academic Progress (SAP) appeals were processed;</li> <li>○ 62 students attended tutorials;</li> <li>○ 7 visits for general academic matters.</li> </ul> </li> <li>• Discipline: <ul style="list-style-type: none"> <li>○ 3 students were counseled and given work detail for violation of alcohol policy;</li> <li>○ 2 students who were counseled for disruptive behavior in class.</li> </ul> </li> <li>• Transfer: <ul style="list-style-type: none"> <li>○ Assisted 3 students: 1 vocational graduate in locating other colleges to attend; 2 students for continuing their education after graduating from COM with college applications.</li> </ul> </li> <li>• Others: <ul style="list-style-type: none"> <li>○ 3 parents visited the counselors and inquired about the status of their child's</li> </ul> </li> </ul>
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		education regarding their financial aid suspension.
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**Strategic goal 3:** Create an adequate, healthy and functional learning and working environment

Objectives	Accomplishments	Comments/additional detail
3A: Provide for adequate facilities to support a learning community	<p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• 268 new chairs were installed.</li> <li>• Students volunteers painted over graffiti the bathrooms</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 2 lecture rooms, 1 office space, and 1 meeting room are added to the campus as the SBDC was christened.</li> <li>• 3 A/C units were installed at the RML to replace broken double and window-types units.</li> <li>• ET classroom &amp; LRC meeting room windows were tinted for energy conservation.</li> </ul> <p><b>[FMI]</b></p> <ul style="list-style-type: none"> <li>• Navigation instructor Ben James attended a Train the Trainer Course on Liquid Cargo Handling Simulation in July. Director Matt Ewarmai participated in a regional seminar on Human Elements in shipping which took place in Fiji in July.</li> </ul> <p><b>Status Report Major Projects By Campus</b></p> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• <u>Chuuk Fencing</u> - Completed by Sept. 6, 2007.</li> <li>• <u>Chuuk Research Lab</u> - Completed Bidding. Await APCO to confirm its bid to negotiate and commence project.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• <u>MPPRC (Research Lab)</u> – Completed bidding; Await funding allocation to award contract.</li> </ul>	

	<p><b>[FMI]</b></p> <ul style="list-style-type: none"> <li>• <u>Power Distribution</u> - Ankie is currently in Yap prepare scope of work to isolate staff housing with its own metering system.</li> </ul> <p><b>[National campus]</b></p> <ul style="list-style-type: none"> <li>• <u>Student Services Building</u> – Completed design &amp; await bidding.</li> <li>• <u>Faculty Building Renovation (cleaning &amp; painting)</u> - Completed September '07.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• <u>Student Services Extension Project (Phase I)</u> – Phase I is over 80% completed and Phase II Contract pending review by Rural Development for approval and funding allocation.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• <u>Science Lab Building Project</u> – Completed the bidding &amp; negotiation. Awarded the Contract to T-Company. Project Commencement awaits signing of contract agreement.</li> <li>• <u>A &amp; E Services for Yap Student Center and General Classroom</u> – Initial Design stage has commenced with BECA International (Design &amp; Engineering Firm).</li> </ul>															
<p>3B: Provide for maintenance and upkeep of grounds, facilities, and equipment</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Campuses for one year.</li> <li>• Contracts for employees to maintain and upkeep of grounds were also approved.</li> <li>• Approved the contract on painting of the old faculty building.</li> <li>• Identified funding sources for the cover walk ways at the National Campus.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Routine maintenance work done for all offices during the reporting period.</li> </ul>															
<p>3C: Provide for a safe, secure and effective college environment</p>	<p><b>Spring Semester 2007 # incidences reported by campus</b></p> <table border="1" data-bbox="541 1252 1270 1317"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>T</b></td> <td>n/a</td> <td>0</td> <td>2</td> <td>27</td> <td>106</td> <td>0</td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	<b>T</b>	n/a	0	2	27	106	0	<p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• Security services are provided by 4 security officers who keep watch 24 hours, 7 days a week, to ensure campus safety and student life.</li> </ul>
	CC	FMI	KC	PC	NC	YC										
<b>T</b>	n/a	0	2	27	106	0										

	<p><b>[Maintenance]</b>  <u>Security Office:</u></p> <ul style="list-style-type: none"> <li>• Other activities for the month of include (s): <ul style="list-style-type: none"> <li>▪ Fire Drill held in Male Female Residence (Sept. 07)</li> <li>▪ Conduct Dormitory Inspection.</li> <li>▪ Conduct emergency response phone simulation</li> </ul> </li> </ul> <p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• <b>System-wide Virus/Exploit attempts per month for 4<sup>th</sup> Quarter 2007:</b> <ul style="list-style-type: none"> <li>○ July: 3,951</li> <li>○ August: 1,929</li> <li>○ September: 1,323</li> </ul> </li> <li>• <b>System-wide e-mail identified as potential SPAM per month for 4<sup>th</sup> Quarter 2007:</b> <ul style="list-style-type: none"> <li>○ July: 374,718</li> <li>○ August: 473,146</li> <li>○ September: 449,500</li> </ul> </li> <li>• <b>System-wide High Score SPAM e-mail Deleted per month for 4<sup>th</sup> Quarter 2007:</b> <ul style="list-style-type: none"> <li>○ July: 196,562</li> <li>○ August: 314,441</li> <li>○ September: 29,650</li> </ul> </li> <li>• New routers have been ordered to replace temporary equipment at the chuuk campus due to a recent router system failure at that site. Other new routers have also been ordered to upgrade our main router at the national campus and to replace aging units at two other campuses. The units will first be shipped to the national campus for programming then distributed to the intended location and installed with the assistance of state campus IT staff.</li> <li>• System wide Antivirus and Anti-unsolicited e-mail efforts continue.</li> </ul>	<p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• <b>Kb/s Data Traffic by Main Gateway per minute average for 4<sup>th</sup> Quarter 2007:</b> *kb/s = Kilobits Per Second <ul style="list-style-type: none"> <li>○ Chuuk: 67.4 kb/s inbound, 11.2 kb/s outbound</li> <li>○ Kosrae: 83.9 kb/s inbound, 21.8 kb/s outbound</li> <li>○ Pohnpei: 580 kb/s inbound, 285.8 kb/s outbound</li> <li>○ Yap: 120 kb/s inbound, 17.5 kb/s outbound</li> </ul> </li> <li>• New routers have new operating systems based on CISCO IOS and will have the latest security features available to employ on local com-fsm networks.</li> </ul>
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**Strategic goal 4:** Foster effective communication

Objectives	Accomplishments	Comments/additional detail
<p>4A: Enhance communications pathways</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Continue to work with cabinet on terms of references for standing committees. These TOR will inform the members of the College Community on ways of communicating their concerns, etc.</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• VPSS participated in several communications working group meetings all throughout the months of July-September.</li> </ul> <p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• 13 new Voip phones have been ordered for the 3<sup>rd</sup> phase of deployment as well as to meet communications needs at our FMI campus in Yap.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Participated in Communications Working Group meeting where communications guidelines were discussed and recommended to the college for consideration and implementation.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Attended BOR meeting that discussed the new organization charts.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Counselors attended meetings: Enrichment Committee, Phi Theta Kappa, Pohnpei Competitor's Association, Student Services, Speech Contest Committee, T&amp;T Club fund raising Committee</li> <li>• Administration Staff meeting was conducted once a month</li> <li>• Set up and configured e-mail accounts for students and faculty</li> <li>• Campus Website is being redesigned and updated</li> <li>• Replaced Internet line for ETSP</li> </ul>	<p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• Units are to be deployed to key personnel system wide</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• The following were discussed during the meetings: <ul style="list-style-type: none"> <li>○ Communications and decision grids</li> <li>○ Email rules and etiquette (Now available for reference)</li> <li>○ Electronic communication at COM-FSM</li> <li>○ Automatic email responses were drafted for violators of forum and email etiquette violators</li> <li>○ A lot of discussion were centered on the dimensions of learning</li> </ul> </li> </ul>
<p>4B: Provide communications infrastructure to support communication pathways</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Continue to monitor the policy and contract on use of e-mails and access to internet.</li> <li>• Approve orders and requests on hardware to support the communication infrastructure for the college.</li> </ul>	



	<p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• 13 new Voip phones have been ordered for the 3<sup>rd</sup> phase of deployment as well as to meet communications needs at our FMI campus in Yap.</li> <li>• Bandwidth amounts have been adjusted at various com-fsm networks and on fsmtc networks in an attempt to further improve specific capabilities over our tunnel system such as voip calls.</li> </ul>	<p><b>[Information Technology]</b></p> <ul style="list-style-type: none"> <li>• Units are being deployed to key personnel system wide.</li> <li>• Bandwidth levels have been adjusted for all campuses for improved internet services.</li> </ul>
<p>4C: Enhance the college community's ability to communicate effectively</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Continue to publish and distribute president's Updates.</li> <li>• Continue to work with cabinet members on finalizing the Terms of references for College's Standing Committees</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Working through a Media Studies students attaching with the Kaselehlie Press to run two stories: (1) BA partnership program with the UOG; (2) Facts about Vocational Education for better community understanding and interest.</li> <li>• Held meeting with representatives three villages surrounding the National Campus where students are being housed. The meeting was intended to lead to better relations between the community and our students.</li> <li>• Provide guided tour for new Peace Corp volunteers and to new JOCV volunteers.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Division Chairpersons held meeting with respective faculty once a month; IC also held meetings with Division Chairpersons once a month</li> <li>• Management Team meetings and Administration Staff meetings were conducted once a month.</li> <li>• Campus Director's meetings with Maintenance, Security, and Janitorial supervisors were conducted once a week</li> <li>• Printed and distributed 250 copies of IT updated brochures</li> </ul>	<p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Updates will be provided in the report.</li> <li>• Representatives for the three villages showed up for the meeting. There were promised that the National Campus resident students are prepared to engage with the youth from the village in isolated sporting activities that will not interfere with existing schedules. Other developments will follow to the effect of incorporating orientation for new students about the cultural diversity and sensitivity of the nearby residents. This is a work in progress effort.</li> <li>• The groups were provided information brochures about the general information about the college, its programs, and its Endowment Fund.</li> </ul>

**Strategic goal 5:** Invest in sufficient, qualified, and effective human resources

Objectives	Accomplishments	Comments/additional detail
<p>5A: Provide on-going professional development of faculty and staff</p>	<p><b>Summary Major Professional Development Activities by Campus (HRO)</b></p> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• We are conducting workshop every Friday as part of our learning-center approach.</li> <li>• 3 faculty members are on staff development for MA degrees.</li> <li>• Training of tutors, active listening skills, team building skills, and leadership skills</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 15 mini-workshops, including updates, conducted to full-time faculty during Fall07 faculty workshop week. Some workshops included test item analysis, plant propagation in-vitro fertilization, MS Excel grade book, power point basics, etc...</li> <li>• IC and math instructor Rhoda Velasquez attended PEC 2007</li> <li>• Training of tutors, active listening skills, team building skills, and leadership skills</li> </ul> <p><b>[National campus]</b></p> <ul style="list-style-type: none"> <li>• 1 faculty completed her master's degree program. 3 other faculty and staff will complete theirs before the end of fall 2007.</li> <li>• VPSS performed 4 staff evaluations during the reporting period.</li> <li>• Recruited and recommended to hire the Director of Student Life.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• 2 staff and faculty completed degree programs through staff development program</li> <li>• Training of tutors, active listening skills, team building skills, and leadership skills</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• Training of tutors, active listening skills, team building skills, and leadership skills</li> </ul> <p><b>Summary of Professional Development by HR for FY 2007</b></p> <ul style="list-style-type: none"> <li>• <b>National Campus</b> - Staff development program committee</li> </ul>	<p><b>[HRO]</b></p> <p>The individuals below are fully or partially by the Staff Development Program</p> <ul style="list-style-type: none"> <li>• Chuuk Campus -3 Instructors are currently pursuing master's degree in their field of work.</li> <li>• Kosrae Campus -1 management staff is studying for a master's degree in his work area.</li> <li>• Pohnpei Campus – 3 Instructors are working on masters</li> <li>• Yap Campus – 1 instructor is working on his master's degree</li> </ul> <p>** State Campus will report on their own activities for the funds allocated for this area plus those who are sponsored by other funding sources.</p>

	<p>designed and organized the 2 major annual activities with great accomplishments; Staff Development Day and Annual Incentive Program. Both events were well attended and organized. Additional activities included sponsoring of 9 employees on off-island conferences, Retirement Ceremony for the employee who worked the longest time – 38 years with the College, and financially provided for 3 faculty and staff in master’s degree program. Meetings continued throughout the year as needed.</p> <ul style="list-style-type: none"> <li>• <b>System-wide Staff Development Program</b> committee held a Summer Retreat to review polices and programs against college goals and priorities and established guidelines for budget for degree programs. Meetings were held via telephone as needed</li> </ul> <p><b>[Peer Counseling]</b></p> <ul style="list-style-type: none"> <li>• One staff is enrolled in the 4<sup>th</sup> year program at our college in order to get his BA.</li> </ul>																																				
<p>5B: Recruit and retain qualified personnel to allow delivery of quality services</p>	<p><b>Spring 2007 Full Time vs. Part Time Faculty</b></p> <table border="1" data-bbox="537 748 1274 1031"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>Total</b></td> <td><b>29</b></td> <td><b>4</b></td> <td><b>13</b></td> <td><b>35</b></td> <td></td> <td><b>20</b></td> </tr> <tr> <td><b>Full Time</b></td> <td><b>15</b></td> <td><b>16</b></td> <td><b>9</b></td> <td><b>20</b></td> <td><b>174</b></td> <td><b>5</b></td> </tr> <tr> <td><b>Part Time</b></td> <td><b>14</b></td> <td><b>1</b></td> <td><b>4</b></td> <td><b>15</b></td> <td></td> <td><b>15</b></td> </tr> <tr> <td><b>% Full Time</b></td> <td><b>52%</b></td> <td><b>75</b></td> <td><b>69%</b></td> <td><b>57%</b></td> <td></td> <td><b>25%</b></td> </tr> </tbody> </table> <p>College totals: College ratio Full to Part Time Faculty:</p> <p><b>Profile College Faculty by Degree and Origin Fall 2007</b></p> <p><b>[Peer Counseling]</b></p> <ul style="list-style-type: none"> <li>• One Peer Educator was trained as Peer Guide to enhance her skills in assisting new students on campus.</li> <li>• One Peer Educator and 7 Work-study students were trained by the Peer Trainer as they hired by our center.</li> </ul>		CC	FMI	KC	PC	NC	YC	<b>Total</b>	<b>29</b>	<b>4</b>	<b>13</b>	<b>35</b>		<b>20</b>	<b>Full Time</b>	<b>15</b>	<b>16</b>	<b>9</b>	<b>20</b>	<b>174</b>	<b>5</b>	<b>Part Time</b>	<b>14</b>	<b>1</b>	<b>4</b>	<b>15</b>		<b>15</b>	<b>% Full Time</b>	<b>52%</b>	<b>75</b>	<b>69%</b>	<b>57%</b>		<b>25%</b>	<p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• Data on part-time employees will be provided in the next report.</li> </ul>
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<p>5C: Update personnel policies and procedures to meet on-</p>																																					

going human resources needs	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• President has directed the Director of Human Resources to revise the Evaluation Form for the Management Personnel for BOR to review at December 2007 meeting.</li> </ul>	<p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• Personnel and Staff Development Committees are working on 9 policies currently while maintaining a Policy Development Plan with 22 items for this academic year. At least 1 will be transmitted for Board's review in December.</li> </ul>
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**Strategic goal 6:** Ensure sufficient and well-managed fiscal resources that maintain financial stability

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness	<p><b>Summary of FY 2008 Budget by Campus &amp; Program:</b></p> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Working with Cabinet to revise the Terms of Reference for the Endowment Fundraising Steering Committee</li> <li>• Started working on announcement to initiate next Christmas card design competition.</li> <li>• Working to establish policies that will regulate some functions to generate revenue for the Endowment Fund. Policies for to regulate fundraising for clubs is being worked on.</li> </ul>	<p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• Summary on FY 2008 budget attached</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Work on the Endowment Fundraising Steering Committee TOR is underway. Contribution solicitation for former Peace Corp Volunteers is pending the approval of the TOR and appointment of committee members by President.</li> <li>• Winning entries will be converted into Christmas Cards for sale. Proceeds will be donated to the Endowment Fund.</li> <li>• Updates will be provided in the next report.</li> </ul>
6B: Diversify resources of the College	<p><b>Summary of FY 2008 Sponsored Programs by Campus</b></p>	<p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• Ongoing discussions with FSM HESA on continuation of Peer Counseling program at the college</li> <li>• Summary on FY 2008 Sponsored Programs attached</li> </ul>
6C: Budgeting and resource allocation	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Continue to monitor and approve allocations of budgets like reprogramming of budget line items. Signed and approved over 200 reprogramming requests.</li> <li>• Signed and approved over 50 travel authorizations and disapproved 3 travel authorization requests due to outstanding travel vouchers.</li> <li>• Approved two uses of fund balance requests below \$50,000.</li> </ul>	

	<p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Developed the budget and resource allocation for fiscal year 2009.</li> <li>• VPSS worked with the staff on the fiscal year 2009 budget.</li> <li>• VPSS also met with the VPIA, VPA, and VPCRE on trimming the fiscal year 2009 budget in order to balance it. We were able to balance the budget according to the \$3.8 appropriation from the FSM Government.</li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• Prepared and transmitted the FY 2009 budgets for Business Office, Cafeteria and Bookstore to Vice-President for Administration.</li> <li>• Consolidated the FY 2009 line item budgets submitted by offices, campuses and departments.</li> <li>• Inputted in the MIP System the FY 2008 budgets.</li> <li>• Prepared and discussed the system in processing and recording accounts of students with IT and SIS Consultant for consideration in the development of SIS.</li> <li>• As Plan Administrator of the College's Retirement Plan, participated in the discussion of providing loan program under the Retirement Plan.</li> <li>• Provided the auditors the requested audit requirements for the conduct of preliminary planning and interim audit for FY 2007 financial audit.</li> <li>• Reviewed the Terms of Reference for Finance Committee and solicited comments from Finance Committee members.</li> <li>• Reviewed and adjusted the overdrawn for PELL 04-05 and 05-06 in coordination with FAO.</li> <li>• State Campus Accountant conducted a site visit at Chuuk and Yap campuses to provide training to Fiscal Officers and other staffs.</li> <li>• General Accountant likewise visited Chuuk and Yap campuses to conduct inventory of fixed assets.</li> </ul>	<p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• The preparations of FY 2009 budgets were discussed with Business Office staffs, Cafeteria Manager and Bookstore Manager. The budget guidelines and institutional priorities were considered in the formulation of FY 2009 budgets.</li> <li>• The consolidated line item budgets for FY 2009 that was transmitted to Vice-Presidents indicate a deficit of \$1.321 Million.</li> <li>• The FSM appropriation law for FY 2008 budget only provides \$3.8M, which is lower by \$52K in comparison with FY 2007.</li> <li>• All Business Office Supervisors participated in the discussion with IT and SIS Consultant.</li> <li>• Plan Administrators agreed to pursue the loan program under the Retirement Plan in coordination with ASC. The college community responded favorably on the loan program policy.</li> <li>• About 90% of the audit requirements were provided to the auditor.</li> <li>• Comments on the Terms of Reference for Finance Committee were transmitted to the President.</li> <li>• The overdrawn were due to the adjustments made by FAO after the drawdown has been made.</li> <li>• State Campus Accountant will also conduct site visit to Kosrae Campus in order to establish a uniform reporting format at all sites.</li> <li>• The auditor was recommended to perform the inventory of fixed assets at least once every two</li> </ul>
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		years.														
6D: Develop and implement college sustainability plans that will lead to the careful stewardship of natural and man-made resources, saving of revenue, and enhancement of the college experience; serves as a model for the nation	<p><b>July, August, September 2007 Power Consumption (Kw)</b></p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td><b>Total</b></td> <td></td> <td><b>49,320</b></td> <td><b>5,314</b></td> <td><b>173,841</b></td> <td><b>108,824.38</b></td> <td><b>21,166</b></td> </tr> </tbody> </table> <p><b>[FSM FMI]</b> Power Consumption (kw) by month:</p> <ul style="list-style-type: none"> <li>• July = 16,080kW</li> <li>• August = 15,120kW</li> <li>• September = 18,120kW</li> </ul> <p><b>[Pohnpei Campus]</b> Power Consumption (kw) by month:</p> <ul style="list-style-type: none"> <li>• July—23,460</li> <li>• August—32,962</li> <li>• September—117,419</li> </ul> <p><b>[Yap Campus]</b> Power Consumption (kw) by month:</p> <ul style="list-style-type: none"> <li>• July 6256</li> <li>• August 8277</li> <li>• September 6633</li> </ul>		CC	FMI	KC	PC	NC	YC	<b>Total</b>		<b>49,320</b>	<b>5,314</b>	<b>173,841</b>	<b>108,824.38</b>	<b>21,166</b>	○
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**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	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Completion of the SBDC at Kosrae State where Kosrae State Small Business Development trainings are being conducted.</li> <li>• Sign and approved the MOU for the construction of the Pohnpei SBDC. The facility will be used by Pohnpei State and Pohnpei Campus on training potential businessmen.</li> <li>• Approved the contract for Pohnpei State Campus regarding service training for Kosrae State Management.</li> <li>• College conducted a Program Evaluation Conference that included stakeholders from Pohnpei and the FSM.</li> </ul>	

	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• IT training modules for staff in land offices were conducted for Pohnpei, Kosrae, and Yap and Chuuk</li> <li>• A request was submitted to FSM Economic Affairs for payment release of payment for completed modules.</li> <li>• Collaboration is underway with PREL and FSM DOE to develop technical and career education standards for FSM Educational system for K-12. Two conference calls conducted</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Net work with Guam Community College chapter of the Phi Theta Kappa International Honor Society.</li> <li>• VPSS attended a joint-special-session of Congress on behalf of the President.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• GoGuam initiative</li> <li>• COM-FSM, Pohnpei Campus Debate Team will be hosting the forum between the Pohnpei State candidates for governor and lieutenant governor</li> <li>• Forum Lecture on Brown Treesnake was held at Pohnpei Campus on July 20<sup>th</sup> in the multi-purpose room (MPR)</li> <li>• Forum Lecture on the Compact of Free Association was given by former Ambassador Hale in the communities of Kosrae and Pohnpei.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• good working relationships with Health Services, Resources &amp; Development Workforce Enrichment Division (WED), Scholarship Office, Education, FEMA Office, Yap High School, Outer Islands High School, Woleai High School, Yap SDA High School, and Yap CAP.</li> <li>• 2 Staffs are involved in sports organization as officers for the Basketball and volleyball federations.</li> <li>• WED Advisory Council has been set again with the responsibility of providing guidance to 3 components: Scholarships, Workforce Training, and Traditional workforce development. I represent Yap Campus on this council.</li> <li>• Yap State Government continues to be very supportive of the</li> </ul>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Pohnpei state land commission has completed all IT modules and is currently undergoing surveying training.</li> <li>• Yap state has completed 4 IT modules and is currently undergoing the law modules.</li> <li>• Kosrae state has completed 4 IT modules and 4 land law modules.</li> <li>• Chuuk state has completed 3 IT modules.</li> <li>• A payment release request was submitted to FSM Economic Affairs for 15 completed modules.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• We have received members of other entities into the GoGuam group which was initially established by the College. Noted among the members are Mr. Pruitt of the US Embassy and Mr. Hallens of the FSM Department of Economic Affairs. The following were discussed: <ul style="list-style-type: none"> <li>○ COM-FSM's role and focus in the GoGuam initiative</li> <li>○ Ways to work with partners or other stakeholders</li> </ul> </li> <li>• The team has been receiving contributions from the Pohnpei community to the pool of questions to be asked of the candidates. October 25<sup>th</sup> and 26<sup>th</sup> were secured as the forum dates and the venue will be the Pohnpei Campus Nahs. Arrangements are being made to shuttle students from the National Campus to Pohnpei Campus and back. This service is made possible through the collaborative efforts of the College of Micronesia-FSM Pohnpei Campus Enrichment Committee, V6AH Radio, Kaselehlie Press, AM 1000, FM 104.1, FM 88.9, FM 100.3, and concerned citizens like you.</li> <li>• This was a joint effort by the FSM Quarantine</li> </ul>
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	<p>college by agreeing to provide use of state owned land at a rate of \$1 per year for the 3<sup>rd</sup> five year lease.</p> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• We co-sponsor the activities for the World Mental Health Day. More than 200 students participated in public awareness program.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• IT specialist taught short-term IT Networking course to 12 Land Management employees as part of the ADB funded land management training.</li> <li>• Nora E. Sigrah, Esq., provided a four-day short term training course on Land Law and Registration to employees from Land Management, AG's Office, USDA Rural Development, FSM Development Bank, and Home Renovation Program. 32 participants from these offices and agencies attended the training.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Discussions were held between Math/Science Division and State DOE Math Specialist on strategies to better prepare students for math courses at the College.</li> <li>• Revived the vocational advisory council with new memberships</li> <li>• Enrichment Committee organized and finalized plan for Question and Answer Forum for Governor and Lt. Governor Candidates.</li> <li>• Conducted certificate ceremony for Power Point Training on September 21, 2007, for eleven (11) participants from the FSM Development Bank.</li> <li>• Finalized schedule for Land Management Survey and Mapping training</li> <li>• Finalized plan for Customer Service training for Kosrae Visitor's Bureau</li> <li>• A new MOU was signed between the Pohnpei State Government and the College to renew operation of the Pohnpei Small Business Development Center and to restart the stalled building construction for the program.</li> <li>• 60 participants completed the Kids Computer Summer Program</li> </ul>	<p>Services in cooperation with the United States Geological Survey (USGS) in conducting the Brown Treesnake outreach program in Pohnpei State.</p> <ul style="list-style-type: none"> <li>• Sessions took place in the municipalities of U, Madolenihmw, Kitti, Sokehs, Kolonia, and finally at Nett. Kenneth Welles of Business division and the DCR Director accompanied the Ambassador on her visits to provide translation services. The DCR director was present during the Kitti, Kolonia, and Nett sessions only.</li> </ul>
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	<p>and were awarded certificates</p> <ul style="list-style-type: none"> <li>• Completed 4 trainings through PCTI; 2 in Basic Accounting for Pohnpei State Treasury with 40 participants, 1 in Microsoft Access for the FSM Finance and Administration with 22 participants, IT Module VI for Land Management</li> <li>• Held monthly meetings of the PCTI council consisting of members from the community.</li> <li>• Brown Treesnake presentation by Mr. James Stanford, Guam-based Rapid Response Team Coordinator and John Wichep of FSM Quarantine Office.</li> <li>• Provided venue (gym) for The Nukuoro Community and Youth Organization for sports and social activities on Saturday July 21, 2007 from 10:00 a.m. to 10:00 p.m.</li> <li>• PBDC Coordinator met with</li> <li>• PBDC Coordinator held a meeting with Committee on Resources and Development of Kitti Traditional Council at Kitti Isokohnedi (Council) Office and gave a presentation to Kitti Traditional Council along with State Forestry, State Agriculture, CSP, and UNGEF-SGP relating to Kitti's 5-year plan for economic development and environmental controls.</li> <li>• Presentation by Howard Rice and Dr. Paulson from MSU on the World Park.</li> <li>• Completed recruitment for ETSP with 700 students recruited</li> <li>• 99 High School seniors attended workshops (Learning Styles, Time Management, and Goal Setting) and tutorials in Math and English contacted by ETS program counselors and tutors</li> <li>• 27 WIA Trainees during the summer months in</li> <li>• Provided training to 29 WIA trainees in various areas of expertise such as computer troubleshooting, maintenance and repairs, marketing surveys, gardening and landscaping, recreation, and tasks required in various offices.</li> </ul>	
7B: Enhance and promote employment opportunities	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Work Study and Internship programs at the College promote the employment opportunities for our graduates.</li> </ul> <p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Met with Guam department of labor regarding how FSM could involve interested individuals in the up coming military base</li> </ul>	

	<p>build up in Guam.</p> <ul style="list-style-type: none"> <li>• Met with Guam contractors association to make arrangements for using/ hiring FSM citizens into their companies for the Guam military build up.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• We advertised 7 positions in the Administration division for special contracts.</li> <li>• We are working to create more short term training programs for the community.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• 1 English instructor vacancy announcement was re-advertised.</li> <li>• 1 English instructor replacement requisition was submitted to HR for advertisement.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ All vacancy announcements are posted and announced on FM radio.</li> <li>▪ A list of graduates of COM-FSM (national &amp; yap campus) is shared with government and private companies.</li> </ul>	
<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Negotiations have completed with PIHOA organization in the region on development of an AS Degree Program in Public Health.</li> <li>• Establishment of the Go Guam Working Group to explore avenues for workforce development and needs for the students at the College as well as in the FSM communities.</li> </ul> <p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• New technical CEU courses were developed to meet land commission training needs. These courses are: GIS, Surveying and Land law and registration rights.</li> <li>• Instructional Affairs staff met with <ul style="list-style-type: none"> <li>○ Dr. Sitaleki Finau, Director at Massey University, Auckland, New Zealand</li> <li>○ Dr. Giuseppi G. Cuboni, Former Senior Lecturer, Department of Public Health, Fiji School of Medicine and Former visited COM-FSM September 5 -7 to continue discussion on the proposal AS in Public Health.</li> </ul> </li> </ul>	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Existing IT courses were modified into CEU units to accommodate the Land Commission training needs.</li> <li>• IT training component in Chuuk is ongoing.</li> <li>• Land Law and Land survey modules are ongoing in Pohnpei, Kosrae, and Yap.</li> <li>• The AS in Public Health proposal suggests 3 levels of entry and 3 levels for exiting: certificate, advanced certificate and AS degree in</li> </ul>

	<p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Staff of Land Grant program hosted an island wide banana jam competition to screen out producers in collaboration with stakeholders during the 2007 Kosrae State Fair.</li> </ul> <p><b>[Pohnpei Campus]</b>  <u>CES Activities:</u></p> <ul style="list-style-type: none"> <li>• Provided assistance to: <ul style="list-style-type: none"> <li>○ 61 livestock farmers</li> <li>○ 92 EFNEP participants</li> <li>○ 88 participants of crop production programs</li> <li>○ 8 black pearl farmers</li> </ul> </li> <li>• Conducted workshops/trainings: <ul style="list-style-type: none"> <li>○ 2 Nutrition trainings (Kolonias &amp; Ohmine ECE parents &amp; Pwudoi)</li> <li>○ EFNEP Training in the community</li> </ul> </li> <li>• CES Director met with Sponsored Agencies and discussed COM-FSM structure chart, communication protocol and agent in-charged of each program/project did presentations during community visits.</li> <li>• 101 farms were visited by CES agents</li> <li>• CES Pohnpei Personnel visited Danpei community through the EFNEP program to present to the community current programs that are undertaken by the CES Pohnpei Programs.</li> <li>• CES Pohnpei in collaboration with the DSAP program in providing information for farmers use and guidance on agriculture related topics and issues.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• Land Management Training has been ongoing since mid-May. The Land Law module is taking place this week.</li> <li>• Yap Campus and Yap DOE have an approved MOA for the campus to provide teacher training to DOE staff during the summer and fall semesters. A total of 80 DOE teachers took courses during the summer in addition to 21 staffs from Special Education.</li> <li>• At the end of summer, a total of 19 DOE teachers graduated with AS in teacher education. This was a big accomplishment</li> </ul>	<p>Public Health. Dr. Cuboni will be returning to Pohnpei in November to continue work on this proposal</p>
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	<p>for both the Yap Department of Education as well as Yap Campus.</p> <p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• The college is expected to submit GEAR UP applications when competition opens.</li> <li>• The college held background meetings on the World Park</li> </ul>	
7D: Provide Cooperative Extension Services to the community	<p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>• Noni Project in progress by Land Grant AES. A Workshop was conducted by consultants from Hawaii for one week in June. It was well attended by 20 participants, who have established a Farmers Coop. Dr. Murukesan is working on a proposal seeking funds to identify the chemical make up of the noni varieties found in Yap. The consultants informed all that the varieties found in Yap are unique.</li> <li>• Dr. Murukesan has submitted 2 proposals for funding.</li> <li>• Steven Young-Uhk has continued (even while on educational leave) to provide assistance to his clients through a concept paper on Tilapia/Rabbit fish Project to GEF Small Grant Program. The concept paper has been approved and now a proposal needs to be put together for this project.</li> <li>• Hydroponics Gardening for Gargey Community by Land Grant AES.</li> <li>• Arts &amp; Crafts Workshop and youth events for youth in 2 communities by 4-H extension agent.</li> <li>• Demonstration garden is continually maintained on campus.</li> <li>• EFNEP Extension Agent collaborating with Yap Agriculture Division to conduct workshops and classes to people in the villages.</li> </ul>	

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

Objectives	Accomplishments	Comments/additional detail
8A: Increase community involvement in college affairs	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The participation of stakeholders in the planning process at the College have started with the President's Retreat and Program Evaluation conference. Writing of the Self-Study will also involve people from the communities in the FSM.</li> </ul>	

	<ul style="list-style-type: none"> <li>• The terms of references for standing committees at the College will also make sure that major committees like planning and resources committee have stakeholders in them.</li> <li>• As a member of the FACSSO the president seek comments and inputs from the members on ways of improving collaborations and programs and services at the College.</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Establish dialogue between the high schools and the college to narrow or bridge the gap.</li> <li>• Establish and implement the working partnership. High schools look forward to working with the college administrators.</li> <li>• Implementation of the system-wide Tutorial Program. Discussed the criteria for hiring of tutors. Handed out the tutor application samples, contact sheets, contract samples, and other tutoring documents necessary.</li> </ul> <p><b>[Chuuk Campus]</b></p> <ul style="list-style-type: none"> <li>• Our canoe project is resuming this semester. Hired 1 staff to maintain and teach students how to sail.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• Nihon University intern student, Ms. Yuki Morita, spent 1 week of internship at the Kosrae Campus Piggery under the supervision of agriculture instructor Lyle Bacongus and piggery attendants, Sypher Arriola and Tepike Tara, both alumni of the agriculture program. As part of her requirement and prior to coming to the college piggery, Ms. Morita spent almost 2 weeks at the KPPO farm under the supervision of farm owner and local businessman, Moses Palik.</li> </ul> <p><b>[Pohnpei Campus]</b></p> <ul style="list-style-type: none"> <li>• Vocational faculty participated in the career day presentations at the National Campus.</li> <li>• CHS practicum has been conducted at the PSHS</li> <li>• CD attended the MRCS Commemorative Stamp 1<sup>st</sup> Day of Issue Ceremony at the Central Facility, FSM Government.</li> </ul>	
8B: Cultivate respect for individual differences, and	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• Annual Founding Day activities promoted diversity of cultures</li> </ul>	

<p>champion diversity</p>	<p>at the College.</p> <ul style="list-style-type: none"> <li>• Offering of development courses at the College assists in respecting the diversity of learners from different cultures in the FSM.</li> <li>• Officering of cultural courses/languages cultivate respects for cultural diversity at the College.</li> </ul> <p><b>[Kosrae Campus]</b></p> <ul style="list-style-type: none"> <li>• As of September 2007, Kosrae instructional faculty members are from the Philippines, Nauru, India, U.S., and Kosrae.</li> </ul> <p><b>[Yap Campus]</b></p> <ul style="list-style-type: none"> <li>▪ UB students will also be apart of the graduation ceremony on campus in late July. They will also perform their dances.</li> <li>▪ UB students from all 3 sites have participated in the Kaday Cultural Tour.</li> <li>▪ History of Micronesia Class made a field trip to many historical sites in Yap in July.</li> <li>▪ In mid-July, the music class had a choral concert on campus to perform for all students, faculty, and staff. This was made possible by Patricia Kelly, National Campus faculty who worked at Yap Campus during the summer. Patty was also very gracious in providing snacks and drinks for all present.</li> </ul> <p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• 14 countries from around the world in addition to the 4 states of FSM are represented in the employees hired and work for the College.</li> </ul>	<p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• Saipan, US, Palau, Canada, Romania, Africa, Sri Lanka, India, UK, Nauru, Kiribati, Thailand, Philippines, Hawaii, Yap, Kosrae, Pohnpei, &amp; Chuuk.</li> </ul>
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**Strategic Goal 9:** Provide for continuous improvement of programs, services and college environment

Objectives	Accomplishments	Comments/additional detail
<p>9A: Improve institutional assessment and evaluation</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• This is an on-going process that the administration of the College is supportive of</li> <li>• Establishment of the Self-Study Report Working Group.</li> </ul>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The Self-Study Working Group will be collecting information through surveys to develop the self-study report for the WASC Comprehensive evaluation visit of the College in March 2010.</li> </ul>

	<p><b>[VPIA]</b></p> <ul style="list-style-type: none"> <li>• Follow-up workshop on assessment August 8, 2007. All national campus faculties met August 8, 2007, to finalize assessment plans for the 07-08 school years.</li> <li>• Divisions and assessment coordinators met with their groups and finalized assessment plans for school year 07-08. Each coordinator will make sure data is collected and a final assessment report written during the spring semester.</li> <li>• Small working groups were formed in May of 2007; these groups have now submitted plans and are in the process of collecting data. Assessment reports will be submitted at the end of the spring '08 semester.</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• VPSS attended several assessment working group meetings all throughout the months of July-September.</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• The SPC Regional Maritime Program conducted an audit on the Institute to assess the implementation of courses at FMI as to whether or not they are implemented in accordance with the standards of the STCW Convention.</li> </ul>	<p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• After the FSM President's inaugural address where he mentioned the College by name and suggested a transition to a four-year institution, a delegation from the college met him in his conference room at Palikir to receive clarification of his intentions. The meeting resulted with the college being asked to undergo a feasibility study to determine the most appropriate direction of the college's operations and offerings. The IRPO Director and the DCR Director were tasked to come up with a feasibility study for the college. The two directors arrived at three different options for the college. Follow-up on this report will be provided in the next report.</li> </ul> <p><b>[FSM FMI]</b></p> <ul style="list-style-type: none"> <li>• The audit took place on July 6<sup>th</sup> and 7<sup>th</sup> and the auditors commended the staff and faculty in their diligent work to comply with the requirements. They also pointed out a list of System Improvement Notices (SIN) that the Institute should address before a follow up visit.</li> </ul>
<p>9B: Integrate planning, evaluation and resource allocation for continuous improvement</p>	<p><b>[Board of Regents]</b></p> <ul style="list-style-type: none"> <li>• The Board returned the organization chart to the administration to address the concerns raised during the meeting.</li> <li>• The minutes of the May 21-22, 2007, regular meeting and the minutes of the July 4, 2007, teleconference meeting were adopted.</li> <li>• The next meeting is the annual meeting and will be held the first Monday in December as stipulated in the bylaws and will be held in Pohnpei.</li> <li>• The report on comprehension and vocabulary levels among COM-FSM students was presented to the Board. The Board directed the administration to share the data with the departments of education to support the college's effort to bridge the gap between secondary and tertiary education.</li> <li>• The organization chart was revised based on an evaluation of</li> </ul>	

	<p>the organization chart and presented to the Board. The Board returned it to the administration to address concerns raised during the August meeting.</p> <ul style="list-style-type: none"> <li>• To address the long standing issue of a permanent site for Chuuk Campus, the Board requested the administration to recommend a solution at the December meeting.</li> </ul> <p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The process has started at the College and it needs to be refined.</li> <li>• The quarterly, BOR, and other reports generated at the College is already linking the budgets and planning and on a limited basis the assessment. Need to expand the linking of assessment to budgeting and planning.</li> </ul> <p><b>[VPPIA]</b></p> <ul style="list-style-type: none"> <li>• Campus wide Program Planning Conference was held Aug. 30 – 31, 2007.</li> </ul> <p><b>[VPSS]</b></p> <ul style="list-style-type: none"> <li>• Developed the department’s resource allocation budget for fiscal year 2009.</li> </ul> <p><b>[Business Office]</b></p> <ul style="list-style-type: none"> <li>• Comptroller, Business Office Manager, State Campus Accountant, General Accountant, Payroll Accountant, Bookstore Manager and Cafeteria Manager participated in the Planning Conference provided by IRPO.</li> <li>• Business Office Manager and Payroll Accountant attended the Pacific Emerging Issues workshop in Hawaii.</li> <li>• Comptroller participated in the conference of National Association of Business Officers in New Orleans.</li> </ul> <p><b>[DCR]</b></p> <ul style="list-style-type: none"> <li>• Facilitated sessions during the Programs Planning Conference at the FSM-China Friendship Sports Center Practice Gym on August 30 and 31.</li> </ul> <p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• Activities planned under the FY 2008 budget for the staff</li> </ul>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• One of the recommendations from the Program Evaluation Workshop is to have administrative offices, instructional programs, student services to do the assessment and evaluation of their areas by end of 2008. This will help the College in its efforts to link assessment, budgeting and planning processes</li> </ul> <p><b>[HRO]</b></p> <ul style="list-style-type: none"> <li>• At the National campus, the allocation of the amount budgeted are breakdown based on the</li> </ul>
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	<p>development program are aligned and based on improvement needs in faculty and staff.</p> <p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• Communication Working Group held 6 meetings regarding communication strategies, organizational structure review and decision grids</li> <li>• Assessment Working Group held 8 meetings; started development of assessment handbook</li> <li>• Planning Council held 1 meeting for preparation planning for the Programs Planning Conference</li> <li>• Organizational Chart: 8 working sessions on decision grids for HR and Administration</li> </ul>	<p>individual needs identified per category [ Degree Programs, Off- island and on-island conferences, &amp; short – term training]</p> <p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• A report on the Programs Planning Conference will be released in the next reporting period</li> </ul>
<p>9C: Increase research and data driven decision making</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The major planning and evaluation of programs and services as well as decision making at the College utilized data collected at IPRO. Priority of the administration is to expand on this.</li> <li>• Development and implementation of the integrated data base is underway and should be in used by 2008.</li> </ul> <p><b>[IRPO]</b></p> <ul style="list-style-type: none"> <li>• The IRPO conducted the fall 2007 Orientation and Registration surveys. <ul style="list-style-type: none"> <li>• Orientation survey: <ul style="list-style-type: none"> <li>○ 155 respondents</li> </ul> </li> <li>• Registration survey: <ul style="list-style-type: none"> <li>○ 933 respondents</li> </ul> </li> </ul> </li> <li>• The college started work on a feasibility study requested by the FSM President. The study focuses on creating a layout of data needs for the college.</li> <li>• 4 internal data requests made to IRPO</li> <li>• IRPO started reporting IPEDS data to USDOE;</li> </ul>	
<p>9D: Develop an integrated data system</p>	<p><b>[President]</b></p> <ul style="list-style-type: none"> <li>• The college is currently developing a new, integrated student information system that will replace the current student database.</li> </ul>	

	<p><b>[IRPO]</b></p> <ul style="list-style-type: none"><li>• Continuing work with FSM TC&amp;I and Foreign Affairs on WINDS project.</li></ul>	
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**COLLEGE OF MICRONESIA - FSM, Enrollment Management Indicator Data - Fall 2007**

#	Indicator	Target ratios	National	Pohnpei	Chuuk	Kosrae	Yap	FMI
1	<b>Student/Faculty Ratio</b>	<b># of faculty (FTE)</b>	49	33	31.5	8	11.5	3.5
2	<b>Learning resources staff ratio</b>	<b># LRC staff</b>	15	2	2	2	1	1
3	<b>LRC volume capacity</b>	<b># of LRC volumes</b>	53,515	4,748	9,533	9674	4,983	1,457
4	<b>LRC seating capacity</b>	<b># LRC seats</b>	316	24	67	110	24	2
5	<b>Counselors (FAO, OAR &amp; Counseling)</b>	<b>1 counselor of each type for every 250 students</b>						
5a	<i>Counselor FAO</i>	<i># of FAO Counselor (FTE)</i>	3	1	1	0.5	0.5	0.33
5b	<i>Counselor OAR</i>	<i># of OAR counselor (FTE)</i>	2	1	2	1	0.5	0.33
5c	<i>Counselor General Counseling</i>	<i># of general counselor (FTE)</i>	3	2	2	0.5	0.5	0.33
6	<b>Student life specialists</b>	<b># of recreation staff</b>	6	2	1	0	0	1
7	<b>Nurse/Health</b>	<b># of nurse</b>	1	1	0	0	0	0.5
8	<b>Administrative staff</b>	<b># of administrative staff</b>	12	11	8	5	3	1
9	<b>Overall Environmental</b>	<b>% time electrical power &amp; email access during all school hours; 1 female toilet for every 30 students &amp; 1 male toilet facility for every 40 students, % of buildings with drinking water; a bookstore and campus store or available food source</b>						
9a	Electrical power	Per cent of time power available	~100%	~100%	~50%	~100%	~100%	~100%
9b	Email access	Per cent of time email available	~100%	~100%	~50%	~100%	~100%	~100%
9c	Toilets (female)	# of female toilet	31	15	11	4	5	2
9d	Toilets (male)	# of male toilet	31	12	11	4	4	7
9e	Drinking fountain	# of building with drinking water	13	6	8	4	0	3
9f	Building	# of buildings	15	15	12	5	3	3
9g	Bookstore	Is there a bookstore available?	Yes	Yes	Yes	Yes	Yes	No
9h	Refreshment source	Is there a food source/store available?	Yes	Yes	Yes	Yes	Yes	Yes
10	<b>Daytime security</b>	<b># of security guard</b>	3	2	3	1	4	4
11	<b>Classroom capacity</b>	<b># of classroom</b>	15	16	13	4	3	4
12	<b>Maintenance</b>	<b># of maintenance staff</b>	8	4	5	2	1	3
13	<b>Janitors</b>	<b># of janitor</b>	13	4	5	1	0	1
14	<b>IT technicians</b>	<b># of IT technician</b>	2	2	2	2	1	1
15	<b>Student computers</b>	<b># of student computer</b>	161	98	73	67	47	8
16	<b>Faculty computers</b>	<b>1 computer full time faculty 1 for each part time FTE</b>						
16a	Faculty computers (full time)	# of full time-faculty computer	30	23	11	8	8	3
16b	Faculty computers (partly time)	# of FTE part time-faculty computer	14	7	6	1	0	1