

MEMORANDUM

October 20, 2015

TO: Chair of Curriculum and Assessment Committee

THRU: Dean of Academic Programs
Director of CTE

FROM: IVPIA

SUBJECT: Deletion of Programs

There has been a discrepancy between Board Policies 1500, 1510 and 1520, degrees and certificates listed in the catalog, and enrollment data for more than five years. All these documents must indicate the same information. The college has used a term, “shelving programs” which indicates that programs are not offered, and not officially deleted through a substantive change proposal. The Accreditation Liaison Officer has consulted with ACCJC and the college cannot “shelve programs”. The college must delete all programs that are not currently offered and report this to the U.S. Department of Education, through the accrediting body and in Title IV financial aid reports. The following degrees and certificates are being recommended for deletion as a result of [low enrollment](#), the extension of the [Third Year Certificate of Achievement in Teacher Preparation-Elementary](#), and recommendations from Public Health and Career and Technical Education:

Table I. Degrees and Certificates to be deleted as a result of low enrollment

Major	Enrollment	Reason for Deletion
Liberal Arts/Media Studies (AA)	0	Low enrollment/all students graduated 2011
Early Childhood Education (AS)	0	Low enrollment/all students grad. 2010 or changed to AA in Pre-Teacher Prep.
Teacher Education-Elementary (AS)	1	AS was phased out and students now register for AA in Pre-Teacher Preparation with the option to enter third year. (VPIA Meeting Results 2008, December)
Teacher Education-Special Education	0	Low enrollment/no enrollment since 2010

Certificates

Certificate	Enrollment	Reason for Deletion
Teacher Preparation-Special Ed. (TYC)	0	Low enrollment/no enrollment since 2010
Related Services Assistant (TYC)	0	Low enrollment/no enrollment since 2010
Masonry (CTE Cert.)	0	Low enrollment/no enrollment since 2010
Plumbing (CTE Cert.)	0	Low enrollment/no enrollment since 2010
Building Maint. & Repair (CTE Cert.)	1	Low enrollment/student will graduate May 2016 with course taught in other programs
Law Enforcement (Cert.)	0	Low enrollment/last student 2012
Preschool Teacher Ed. (ED/CD)	0	Low enrollment/no enrollment since 2010
Small Engine, Equip, and Outboard Motor Repair(CTE)	0	Low enrollment/last student 2011

Table II. Advanced Certificates to be Deleted as a Result of Assessment and Program Review

Program	Enrollment
Adv. COA Public Health	0
Adv. COA Building Technology – Construction Electricity	0
Adv. COA Electronic Technology	0 (Kosrae Campus will graduate its last group of students by summer 2016)
Adv. COA Telecommunication	0

All programs are to be deleted effective upon Board of Regents approval and acceptance of the substantive change proposal by ACCJC. There is no need for teach out plans as the one student in the AS in Elementary Education will graduate December 2015. The student in the Building Maintenance and Repair certificate will complete the certificate in May 2016 by taking a course that is also part of another program. The students currently registered in the advanced certificates can graduate summer 2016, and continue taking courses to complete the associate of applied science degree, as none of the courses will be deleted.

Appendix A provides the justification for eliminating the programs.

Appendix A

Certificates of Achievement and Associate Degree Programs

Enrollment in the certificate and degree programs proposed for deletion has been on a steady decline for more than seven years. Students were provided the courses to graduate and new students did not select to enroll in these programs. The exception is students in AS in Teacher Education-Elementary. Students in this program were provided courses to graduate or changed majors to the AA in Pre-Teacher Preparation. The reason for the change to the AA in Pre-Teacher Preparation was better alignment with the Third Year Certificate of Achievement in Teacher Preparation-Elementary and the Partnership BA in Elementary Education with the University of Guam. The Third Year Certificate of Achievement in Teacher Preparation-Elementary was extended to the states beginning fall 2014.

Advanced Certificates

Public Health

Currently, the College of Micronesia FSM (COM-FSM) offers four levels of credentials in public health to graduates from the Division of Health Sciences. This includes the Certificate of Achievement in Basic Public Health; the Advanced Certificate in Public Health; the Associates of Science in Public Health; and the Third Year Certificate in Public Health. The primary function of the Advanced Certificate in Public Health was to provide an alternative entry pathway for the current public health workforce, as well as an alternative entry point for those who do not meet the basic testing requirements of COM-FSM to enter the full Associates of Science in Public Health program. However, despite its availability, there have been no applicants who have utilized the Advanced Certificate in Public Health as an entry or exit pathway from COM-FSM.

Given that the advanced certificate is not currently being utilized as either an entry/exit point within the Division of Health Sciences, and that almost all students universally exit the program at the Associates of Science in Public Health level; it is proposed that the Advanced Certificate in Public Health be eliminated as an entry and exit point (i.e. credential) from the curriculum of the public health training program, thus resulting in the next exit point beyond the Certificate of Achievement in Basic Public Health being the full associates degree.

The core courses and competencies previously included in the Advanced Certificate in Public Health are fully included in the full associate's degree; as such, removing this exit point from the public health training program will not require deleting courses or material. Thus, members of the current public health workforce who wish to return for further training, will be able to better take advantage of the full associate's degree, including the additional coursework required which will benefit them in the performance of their key job

functions; as well as better prepare them for either advanced study in the third year certificate, or through advanced study at the Bachelor of Public Health level through the future articulation agreement with Fiji National University. For those who do not meet the entry requirements (i.e. math and English testing), as part of the overall associate's degree general education requirements, these individuals will be required to take the necessary math and English courses as part of the degree program.

Advanced Certificates in Telecommunications Technology, Electronic Technology and Building Technology

The college offers three levels of credentials in telecommunications, electronics and building technology from the Trade and Tech Division. This includes the advanced certificates of achievement in Telecommunications Technology, Electronics Technology and Building Technology.

The advanced certificates in achievement were developed as an exit point for students taking one of the three identified AAS programs. Kosrae Campus is the only campus to graduate students with the advanced certificate. The advanced certificate courses in each program are only six to twelve credits. The addition of the few courses does not prepare students for employment. [Employers](#) place graduates of the AAS in entry-level positions. The Trade and Tech. division conducted an [employer survey](#) and the [results](#) indicate all employers rated the graduates of the AAS as excellent, above average or average in technical skill needed for the job. Without the final courses offered in the AAS, the students would not be prepared for employment in FSM. (Recommendations and observations from course level assessment reports [VEE223 sp2012](#); [VEE224 sp2013](#); [VEE240 F1013](#)).