

**DEPARTMENT FOR INSTRUCTIONAL AFFAIRS**  
Academic Programs | CTEC | State Campuses | FSM Fisheries & Maritime Institute | Cooperative Research & Extension

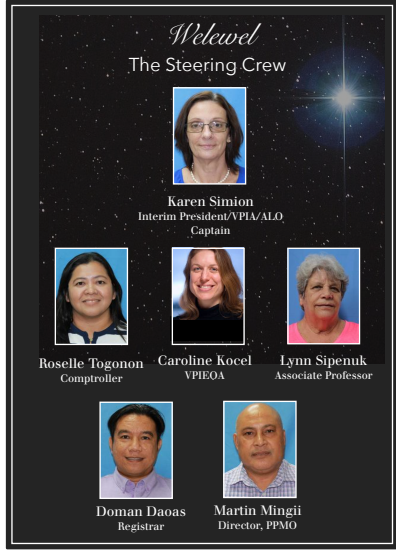
**ACCREDITATION NEWS**  
**INSTITUTIONAL SELF-EVALUATION (ISER) 2023**

COM-FSM is now in the first stages of preparing the next Institutional Self-Evaluation Report for the Accrediting Commission for Community and Junior Colleges/Western Association of Schools and Colleges (ACCJC/WASC).

Every seven years, we are required to create an Institutional Self-Evaluation Report in which we summarize our work here at COM-FSM, and present evidence to show how we meet or exceed the standards set by ACCJC. This provides a comprehensive overview of the college and our work so we can better understand how we are doing and where we need to improve. To complete this work, we have recruited a Steering Crew, including Lynn Sipenuk, Martin Mingii, Doman Daoas, Roselle Togonon, Caroline Kocel and Karen Simion, who will be leading events and conducting training on gap analysis and writing. Captain of our efforts is our Accreditation Liaison Officer (ALO), Karen Simion. The deadline to submit the Institutional Self-Evaluation Report to ACCJC is August 2022.

The Steering Crew has adopted the logo “Welewel”, a Yapese traditional navigation term that refers to the constellations of the North and South stars. Welewel means “straight” – on this long voyage we will follow the straight and honest path. Whenever you see the Welewel logo, we ask you to cheer and support the college wide efforts to maintain our accreditation with ACCJC. During our voyage, we plan to sponsor various events to help make this a great learning and enjoyable experience. Good luck on the quiz! We look forward to welcoming you on the voyage!

*Welewel*  
The Steering Crew



**Karen Simion**  
Interim President/VPIA/ALO  
Captain

**Roselle Togonon**  
Comptroller

**Caroline Kocel**  
VP/EOA

**Lynn Sipenuk**  
Associate Professor

**Doman Daoas**  
Registrar

**Martin Mingii**  
Director, PPMO

College of Micronesia-FSM  
**Institutional Self-Evaluation Report (ISER)**



• Gap Analysis, October-December 2020  
• Train Writing Teams and Write Standards, January to May 2021  
• Complete Draft & Review by Committees, June to December 2021

• Edit & Finalize Evidence, January to February 2022  
• 3rd Party Comment/Endorsement by Committees, May 2020  
• Final Editing, Complete Data, Secure Signatures, June to July 2022

**Submit ISER to ACCJC, August 1, 2022**  
and  
**Peer Review Team Visit, March 2023**

**COM-FSM MISSION**

The College of Micronesia-FSM is a learner-centered institution of higher education that is committed to the success of the Federated States of Micronesia by providing academic and career & technical educational programs characterized by continuous improvement and best practices.

**Continuing Distance Education**

ACCJC has granted a waiver allowing institutions to request for distance education without going through the substantive change process through spring 2021. The college has submitted the required request to ACCJC and has been approved to continue with distance education in spring 2021. At the same time, the college has prepared a substantive change proposal to continue distance education offerings beyond spring 2021. The request if approved by the Board will be submitted to ACCJC early spring.

**Updates: Learning Resources Center**

Learning Resources Center (LRC) services are provided from 8:00 AM to 5:00 PM, Mondays to Fridays, and with additional Saturday hours from 9:00AM to 1:00 PM effective October 24, 2020, to support students who need access to computer labs and resources.

LRC Statistics: Program and Services

Campus	Patron Usage	Reserves	Circulated Materials	Visitors	Computer Use	Tech Assists	Reference Assists	Volumes
Chuuk	1,859	0	74	2	1,859	12	9	11,198
CTEC	1,481	0	130	18	1,487	29	9	4,522
Kosrae	737	0	0	0	737	22	18	4,473
National	5,810	0	262	4	2,491	120	53	72,924
Yap	5,232	7	367	1	2,526	33	20	11,543
<b>Total</b>	<b>15,119</b>	<b>7</b>	<b>833</b>	<b>25</b>	<b>9,100</b>	<b>216</b>	<b>109</b>	<b>104,660</b>

**FSM Fisheries & Maritime Institute**

**Fish Safety Workshop**

The Fish Safety Foundation requested FSM-FMI to conduct a fish safety workshop on their behalf due to COVID-19 border restrictions. The purpose of the workshop is to inform local fishermen and relevant fisheries entities about International Treaties and Standards that could be adopted to improve the safety, working conditions, welfare, sustainability, and prevention of illegal, unreported and unregulated fishing in the Pacific fisheries.

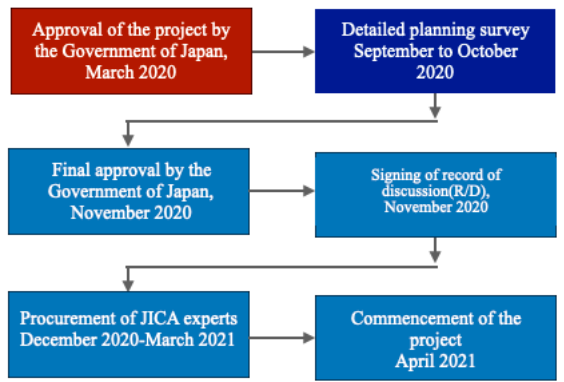


The workshop was conducted on Friday, October 9, 2020, from 1300 to 1700 hrs at FSM-FMI campus. Participants include local fishermen, FMI fishing cadets and staff.

Instructor Alvin E. Sinem and Acting Dean Tioti B. Teburea were assigned workshop facilitators. The workshop was fully funded by the Fish Safety Foundation.

**JICA & FSM-FMI Master-Engineer Class 4 project**

FSM-FMI is working with Japan International Cooperation Agency (JICA) to increase offerings at the institute. The project will help establish the training and equipment to offer Class 4 Engineering courses. The meeting minutes on the detailed planning survey between JICA, COMFSM, FSM-FMI and the FSM government are already signed by all parties. The next step in accord to the plan is the final approval of signed meeting minutes by the government of Japan and JICA (Nov 2020). The project is due to begin April 2021, and end 2025.



**Chuuk Campus**

**Training for Online Learning**

Faculty continue to participate in opportunities for improving delivery of online classes. Regional Educational Laboratories (REL) is providing a series of free webinars. The fourth in the series was on November 5, 2020, entitled “Designing Courses for Online Delivery.” Most of the faculty from Chuuk Campus participated along with several others from CTEC and Kosrae Campus. The next workshop is December 5, 2020, which is entitled “Budgeting for Infrastructure and Resources.”

**COM-FSM Vision**

College of Micronesia-FSM will provide educational opportunities of the highest quality and will embrace the life-long pursuit of knowledge and the enrichment of the diverse Micronesian communities we serve.

## Career & Technical Education Center (CTEC)

### Refrigeration and Air Conditioning Training

Professor Bertoldo Esteban, Refrigeration and Air Conditioning instructor, provided technical expertise during a hands-on session using the electronic refrigerant identifier at a Customs Field Officer Training held last October 15-16, 2020.



The National Ozone Unit under the Department of Environment, Climate Change, and Emergency Management conducted this training to enhance Customs Field Officers' capability to uphold the ozone depleting substances regulations of the FSM.

### Donations for CTEC

Friends of Senator Ricky Carl donated \$500.00 to the Madolenihmw Student Organization (MSO). This donation is in support of the community service work the student organization provides to Madolenihmw.

Senator Ferny Perman donated a van for Upward Bound (UB). Upward Bound conducts most of its work after school and on weekends. The van will help transport students to and from UB activities.



## Yap Campus

### POW WOW continues in Yap

Yap Campus continues to schedule meetings between advisors and advisees at least three times each semester. This practice continued for fall semester by keeping groups small and meeting outside. Participation is lower than previous semesters due to COVID-19 restrictions. Students completed a survey to gauge online teaching feedback. Concerns include unfamiliarity with using the online tools, lack of communication between teachers and students, lack of Internet access. The good thing is there is a greater selection of class choices and instructional programs.

### Yap Campus communication group

Yap Campus has created a communication group in Schoology as a means to share announcements and updates. This provides a great avenue to communicate with students. This is easier than using email.

## Kosrae Campus

### Online administration of Education entrance exams

Kosrae Campus invited teachers from all schools to prepare for and take the necessary entrance exams for the education programs. The college requires students entering the Third-Year Certificate in Teacher Preparation-Elementary program, and preparing for the student teaching/internship course to take entrance exams. The first is the Teacher Competency Exam (TCE). This exam has been used as entrance to the Third-Year Certificate in Teacher Preparation-Elementary program (75 questions), and eligibility for student

teaching (100 questions). The exam was offered online for the first time in August since the program coordinator could not travel to each state for administration of the exam. The new requirements include the second exam that is the National Standardized Test for Teachers (NSTT). This exam belongs to NDOE and is now used as entrance to the Third-Year Certificate in Teacher Preparation-Elementary program. NSTT will be administered online in December 2020, for all states.

### Construction progress on roof replacement

Project is due for completion by end of November 2020.



## Cooperative Research and Extension

### Lack of local food production and food security

**Issue:** With increasing demand for locally produced goods, providing focused-training and educational outreach on cost effective methods of producing and marketing value-added farm products to small-scale entrepreneurs provide significant economic benefits. When the new value-added products' direct marketing initiative increases, the need for information, assistance and training increases as well.

**Activity:** Hands-on trainings were provided on various processing techniques and value-addition methods.

**Accomplishment:** 96 participants received trainings and technical assistance.

**Outcomes:** 28 households (29%) were able to utilize the skills to produce quality value-added products for the local market on a consistent basis. Five products (Coconut oil, Virgin Coconut Oil, Banana Chips, Chili sauce, and Chili paste) were successfully introduced and established in the local market. These initiatives have potential to scale-up to tap regional markets.

**Impact Statement:** Participants improved their skills to produce processed and value-added products on a consistent basis for the local market. They increased knowledge in product packaging, labeling, and branding. As a result, participants were able to generate extra family income through the sale of value-added products. Data revealed that four participants had successfully established their home-based businesses to produce value-added products such as coconut oil, virgin coconut oil, banana chips, and chili products and earned a combined annual income of over \$14,720.00.

### Sustainable aquaculture development

**Issue:** There is minimal participation in sustainable aquaculture activities such as giant clam farming that have potential to provide social, economic, and environmental benefits. growout.

**Activity:** Fishermen, youth and community members, and resource managers participated in workshops and training sessions and increased their knowledge and skills in giant clam spawning, larval rearing, nursery management, and ocean

**Activity:** Hands-on trainings were provided on various processing techniques and value-addition methods.

**Accomplishment:** 25 participants completed hands-on trainings and workshops. A semi-government entity established a small-scale hatchery facility capable of mass-producing giant clam juveniles.

#### Outcomes:

- ▶ 20 giant clam juveniles have been distributed to communities.
- ▶ 14 communities have established small ocean nurseries and farming of giant clam juveniles.
- ▶ Protocols for successful spawning, larval and nursery rearing, and ocean grow-out have been established.
- ▶ Survival rate of juveniles in ocean grow-out cages was high at more than 95%.

**Impact Statement:** There was an increase in active participation and interest from communities in giant clam farming. More than 20,000 juveniles were produced and readied for distribution to communities on the island. 14 communities had started their ocean grow-out farms for stock enhancement and food security purposes.

### Youth and family issues in the communities

**Issue:** Youth members have limited knowledge and skills in social, moral values, and entrepreneurship opportunities.

**Activity:** Students and community youth members participated in sport activities, mentoring and counseling sessions, workshops in healthy food choices and lifestyles, and hands-on trainings to improve entrepreneurial skills.

**Accomplishment:** 822 students and youth members participated in youth development programs.



**CRE: Youth and ... from page 2**

**Outcomes:**

- ▶ 20 through mentoring and counseling, 7 students were able to successfully complete their college courses.
- ▶ 250 students participated in sport activities and tournaments.
- ▶ 218 youth participants improve their social skills through their increased participation in community activities, developing positive relationships, and engagement in their civic responsibilities.
- ▶ 70 youth participants and their families established home gardens to provide fresh, nutritious vegetables for their family meals.
- ▶ Technical assistance provided to Kosrae Youth Entrepreneurship Start-up (YES) program increase knowledge and skills of members in several income-generating activities. One member was able to earn \$2,816.25 in extra family income that contributed to improvements made to the family.

**Impact Statement:** Youth, families, and other community members experienced positive and harmonious relationship in the family, increased their capacity to make healthy and wise decisions, developed positive friendship and support network, and improved livelihood opportunities. A youth participant earned \$2,816.25 and a youth group had combined earnings of \$2,557.00 from various training activities in food processing, value-addition, handicrafts, sewing, and carving that contributed to their family needs.

**Climate change challenges in Micronesia**

**Issue:** Families and farmers need to build more resilient food production system to increase access to nutritious vegetables in the communities.

**Activity:** Farmers participated and learned climate-friendly vegetable gardening activities.

**Accomplishment:** 85 households participated in the program.

**Outcomes:** In written surveys, 57 program recipients responded and indicated the following:

- ▶ 95% tried growing vegetables to a great extent.
- ▶ 84% used ideas and skills from training programs in vegetable gardening.
- ▶ 79% indicated they are doing methods differently and implement best practices.
- ▶ 91% shared information and ideas with neighbors and extended family members.
- ▶ 98% showed interest to continue with the program.

**Impact Statement:** Participants reported that the program had increased their access to nutritious vegetables and improved their eating habits. Communities show increased confidence to solve food insecurity challenges resulting from climate variability.



COM-FSM Vision

We provide quality education today for a successful Tomorrow.

**High incidence of food and waterborne illnesses**

**Issue:** There is limited knowledge of food and waterborne germs that causes illnesses through contaminated water and food.

**Activity:** Training sessions and presentations were conducted at schools. Hands-on training on causes of waterborne diseases were conducted in the communities.

**Accomplishment:** 78 teachers participated in trainings and presentations. 20 children, ages 4 and 5 in Early Childhood Education program received hands-on training on proper technique in hand washing. 16 households completed training sessions on method of boiling water properly as a simple treatment drinking water.

**Outcomes:**

- ▶ 16 households reported that the adopted practice of boiling water before drinking had shown a reduction in incidence of their children getting sick.
- ▶ 50% of teachers provided positive feedback to the trainings and presentations.
- ▶ 65% of children, ages 4 and 5 were able to demonstrate proper hand-washing technique.

**Impact Statement:** Participants increased their awareness of health problems caused by germs through contaminated food and water sources and poor hygiene.



**Childhood obesity**

**Issue:** There is limited knowledge amongst school children of good nutrition, food portioning, physical activities including exercise, and monitoring health status. Baseline information on health status for student population is not available.

**Activity:** Trainings were provided to selected teachers to improve their knowledge and skills in obesity, good nutrition, food portioning, physical activity and how to collect data for Body Mass Index (BMI) and waste circumference to track student's health status.

**Accomplishment:** 68 teachers selected from all public schools, Early Childhood Education Program, and three private schools completed their training in the program.

**Outcomes:**

A survey was conducted at the end of the program with results showing:

- ▶ 99% of the teachers saying that they think this program will work at the schools.
- ▶ 100% think that it will help improve student health.
- ▶ 100% said they learned something from their training session.

**Impact Statement:** Trained school teachers had gained the knowledge and skills to be able to collect data to establish needed baseline information for the program, which will be used to provide a guide in implementing various extension activities to address the health threat of childhood obesity.



DEPARTMENT FOR ADMINISTRATIVE SERVICES

Business Office | Human Resources Office | Facilities & Maintenance  
Procurement & Property Management Office

**UPDATES: Office of the VP for Administrative Services**

VP for Administrative Services (VPAS) along with the Interim President, Director Francisco Mendiola, and Dr. Paul Dacanay met with His Excellency David W. Panuelo, President of the FSM, as requested for the college to discuss funding requests for the following:

**Teaching Health Clinic at the National Campus**

College requested \$2.0 million funding for the teaching health clinic from the COVID-19 Coronavirus FSM fund assistance from ADB, China, and other donor countries.

**Multipurpose Building at Kosrae Campus**

Kosrae Multipurpose Building fund was requested but in the meeting, the FSM President Panuelo directed the college to seek the Kosrae State IDP fund which according to FSM PMU representative, Mr. Robert Goodwin, there is available IDP fund that the college can ask Kosrae leadership to help support the construction of the multipurpose building for Kosrae campus. The amount needed to implement the project is \$5.5 million. Senator Aron Palik expressed support for funding the project through the FSM domestic fund sources.

**FSM pledge to the college's endowment fund**

Request for the \$285,000.00 FSM pledge to the college's endowment fund.

**COVID-19 Coronavirus fund for supplies at all COM-FSM campuses**

COVID-19 supplies will be procured by the FSM Department of Health according to the list provided in the request. COVID-19 PPE supplies included masks, hand sanitizers, medicines, and other coronavirus costs to be used at all COM-FSM campuses from November until the Summer of 2021. In the discussion, President Panuelo asked the college to work with the Department of Health to secure the supplies through the FSM Finance procurement process.



COM-FSM FY 2019 Audit Report has been completed and the good news is that the college once again rated as an unmodified opinion for that fiscal year and also the college has now achieved the status of low-risk audit institution. This status will put the college in good standing not only for federal funding but also with the ACCJC standards of accreditation.



The FY 2022 budget formulation was completed on October 15, 2020, by the vice presidents and deans at all campuses. The Finance Committee reviewed and endorsed the FY 2022 budget in a letter dated November 10, 2020, to VPAS. The Executive Committee also endorsed the FY2022 budget on November 17, 2020, meeting.

**Updates**

**Facilities and Maintenance**

**Infrastructure Development Projects funded under Compact II**

The Student Center at the National Campus and the CTEC Multipurpose Technical Building along Infrastructure Upgrades are being bid out for construction. Contractors requested for extension of the bid closing date to November 12, 2020. The delay was granted resulting in a delay—in construction to possibly February 2021 or a little later due to upcoming holidays.



Student Center at the National Campus



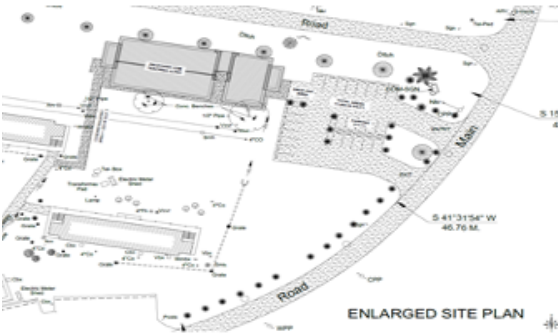
CTEC Multipurpose Technical Building

**Teaching Health Clinic at the National Campus**

The Program Management Unit (PMU) has decided to proceed with implementation of the concept of "Design-Build" for the new National Campus Teaching Clinic which will expedite the construction of the building as well as increase the capacity of developing health care workers in the nation.



Proposed Teaching Health Clinic at the National Campus



**Kosrae Campus Land Grant and Faculty Building**

The Kosrae Campus Land Grant and Faculty Building Roofing project nears completion at 90% percent complete. The remaining work includes a few window replacements and painting.

**CTEC HTM Building renovation**

The CTEC HTM Building Renovations is still ongoing, however, the progress is behind schedule and completion may be extended to mid-January 2021.

**Chuuk Campus Project**

While the PMU office requested to hold the Chuuk Campus project until the National Student Center and CTEC Multi Technical Building are implemented, the VPAS is following through with the college's legal counsel regarding the access road land issue. It is critical for the college to work with the Chuuk State Government to settle the matter before any infrastructure is put in place.

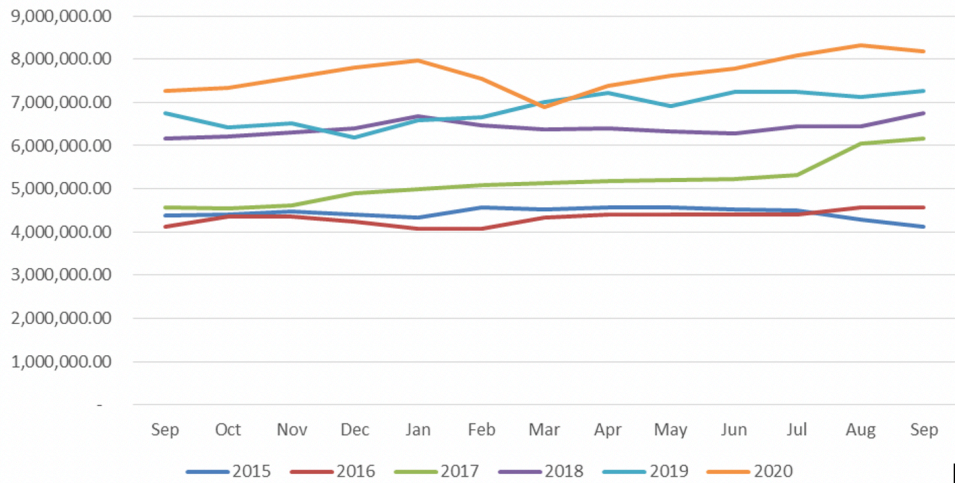


Proposed Chuuk Campus at Nantaku, Weno, Chuuk

**Business Office**

**Endowment Fund Investment**

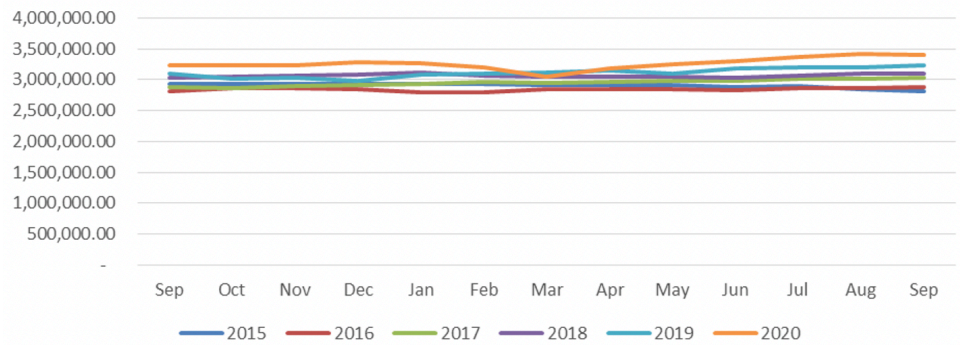
The endowment fund increased by \$950K or 15% due to an additional investment of \$510K and an unrealized market gain of \$620K.



Balance as of September 30, 2015 - \$4.123M; September 30, 2016 - \$4.576M; September 30, 2017 - \$6.162M; September 30, 2018 - \$6.761M; September 30, 2019 - \$7.256M; and September 30, 2020, \$8.186M.

**Cash Reserved**

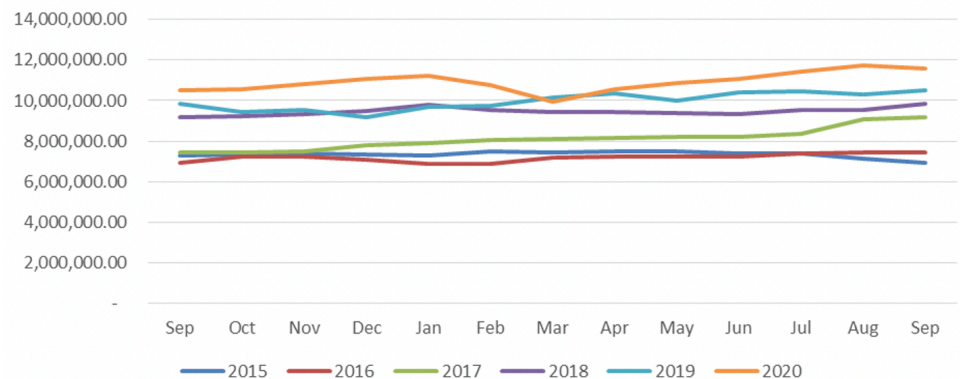
The cash reserve fund increased by \$161K or 5% during FY 2020 due to unrealized market gain.



Balance as of September 30, 2015 - \$2.812M; September 30, 2016 - \$2.875M; September 30, 2017 - \$3.058M; September 30, 2018 - \$3.100M; September 30, 2019 - \$3.235M; and September 30, 2020, \$3.396M.

**Total Investment**

The total investment increased by \$1.091M or 10% due to additional investment and unrealized market gain.



Balance as of September 30, 2015 - \$6.955M; September 30, 2016 - \$7.451M; September 30, 2017 - \$9.200M; September 30, 2018 - \$9.861M; September 30, 2019 - \$10.491M; and September 30, 2020, \$11.582M.

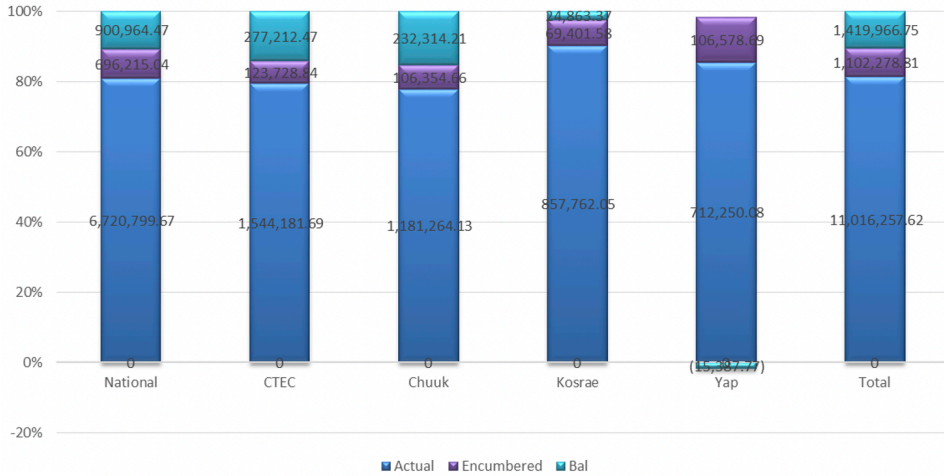
"To succeed, we must all work to ensure that we are upholding the mission of the college and working toward the collective vision that we set for the institution."

~Dr. Joseph M. Daisy, COM-FSM Quality, Sustainability, and Success: A Framework for Planning and Action, April 20, 2012



## Budget balance: FY 2020 Financial Status

As of September 30, 2020



## Updates Human Resources Office

### Retention Rate vs. Attrition Rate, September 8, 2020, to November 6, 2020.

Data below reflect current personnel during the reporting period. Personnel whose effective dates or separation dates from the college fall on dates after November 6, 2020, will be reflected in the next report.

Campus	Number of Personnel	Retention		Attrition		
		Count**	Rate	Count	Rate	Reason
National	157	156	99.36%	1	0.64%	Retirement
CTEC	82	81	98.78%	1	1.22%	Another Job
Chuuk	50	49	98.00%	1	2.00%	Another job
Kosrae	39	39	100.00%	0	0.00%	
Yap	38	37	97.37%	1	2.63%	Personal
FMI	16	16	100.00%	0	0.00%	
<b>Total</b>	<b>382</b>	<b>378</b>	<b>98.95%</b>	<b>4</b>	<b>1.05%</b>	

\*\*Current number of full-time personnel as of November 6, 2020

### Gender and citizenship distribution of current , September 8, 2020, to November 6, 2020.

Campus	Gender				Citizenship				n
	Male		Female		FSM		Non-FSM		
	Count	% of n	Count	% of n	Count	% of n	Count	% of n	
National	91	58%	65	42%	115	74%	41	26%	156
CTEC	46	57%	35	43%	69	85%	12	15%	81
Chuuk	30	61%	19	39%	43	88%	6	12%	49
Kosrae	23	59%	16	41%	33	85%	6	15%	39
Yap	19	51%	18	49%	30	81%	7	19%	37
FMI	12	75%	4	25%	15	94%	1	6%	16
<b>Total</b>	<b>221</b>	<b>58%</b>	<b>157</b>	<b>42%</b>	<b>305</b>	<b>81%</b>	<b>73</b>	<b>19%</b>	<b>378</b>

### Recruitment data, September 8, 2020, to November 6, 2020.

There are eight new hires from September 8 to November 10, 2020, at National Campus, CTEC, and Yap Campus and FSM-FMI. Three new faculty members were hired during this period but will start at a later date and they are not reflected in the table below.

Positions	National	CTEC	Yap	Chuuk	Kosrae	FSM-FMI
Faculty						
Management						
Professional	1					
Classified	3	2	1			1
<b>Total</b>	<b>4</b>	<b>2</b>	<b>1</b>			<b>1</b>

### Enrichment and Initiatives

SHRM Membership Renewal – HR Director and 2 other HR staff extended membership in this professional organization.

Facilitated a Proposal for Employee Engagement Survey to support Strategic Direction II – Shared with Cabinet

Continued to page 6

### COVID-19 preventive measures

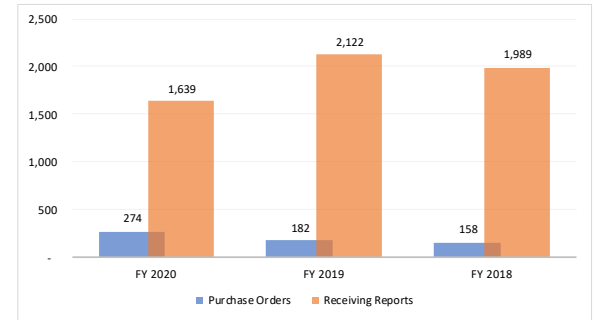
The Maintenance Office has purchased 140 motion sensor faucets to be installed on all the lavatory sinks at all sites. Installation of these faucets will commence at the National Campus for training and demonstration video before the dissemination of faucets to the other campuses.



### Updates

## Procurement & Property Management Office (PPMO)

### Procurement Section



### Property Management Section

The Property Management Section has assisted the various campuses/offices in acquiring these essential procurements of tools, equipment, and other required supplies to support the college operations and services. The Procurement Officer coordinated these purchases and receiving reports of the assets to comply with policies and procedures. The EMT assigned the unit to handled most of the COVID-19 PPE supplies purchases during the lockdown and continue to replenish these essentials supplies to maintain stock availabilities throughout the pandemic.

### Campus mail services

During the Department for Administrative Services management meeting last October 30, 2020, the team discussed and agreed to transfer the maintenance utility worker's position (mailman), including the fund budget to the Procurement and Property Management Office (PPMO).

PPMO recognized the recommendation and support from the Director of Facilities and Maintenance to entertain the transfer. PPMO has consulted with the HRO Director for process guidelines and procedures. The transfer would enhance the required services and practices within the given duties and responsibilities of the position in line with the PPMO related campus mail functions and activities including distribution and logistical support and services.

Upon the approval of the transfer, PPMO further seeks support from the Director of HRO and the comptroller in processing the request to complete the necessary transfer, to be effective tentatively by December 14, 2020.

### PPMO staff development

Procurement Technician Maygen Ardos is continuing her enrollment this semester in the Business Administration Program at the college for the second degree.

Procurement Officer Eugene Edmund is also exploring the opportunity for an online Bachelor's degree in Business Administration to begin on October 12, 2020.

During the APIPA 2020 Virtual Conference, both PPMO Director and Procurement Technician participated via Zoom on August 5-14, 2020.

### 2018-2023 Strategic Plan

**Strategic Direction 1. Innovate academic quality to ensure student success.**  
Ensure student success by decreasing time to completion and increasing student satisfaction, persistence, retention, and graduation rates by innovating academic quality and enhancing student support services.

**Strategic Direction 2. Strengthen resources to meet current and future needs.**  
Strengthen resources to meet current and future needs through revenue diversification, efficient use, innovation, effective allocation, conservation, infrastructure upgrades, and investment in human capital.

**HRO: Enrichment ... from page 5**

Facilitated an online Pilot Training on Customer Service Course with Dr. Watson and Associates. The course will be delivered online and free of charge for the 15 members selected by the HR Director for this initiative.

Policy Training for Instructional Coordinators to be delivered online by HR Director November 19-20, 2020.



**College prepares for the 2020 Campus Safety and Security Survey**

On October 13, 2020, the college's Campus Security & Safety Supervisor received US ED a notice relating to the 2020 Campus Safety and Security Survey which will open on November 18, 2020, and close on January 14, 2021.

According to Mr. Terry Marcus, Campus Security & Safety Supervisor, "Institutions of postsecondary education that participate in the Federal student financial assistance programs are required by section 485(f) of the Higher Education Act of 1965 (HEA), known as the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act), to provide Secretary of US ED with campus crime statistics since 1990 and with fire statistics since the High Education Opportunity Act (Public Law 110-315) (HEOA) was enacted on August 14, 2008, reauthorizing the HEA."

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act or the Clery Act is a U.S. federal statute codified at 20 U.S.C. § 1092(f), with implementing regulations in the U.S. Code of Federal Regulations at 34 C.F.R. 668.46. The collection of Clery crime and fire safety statistics is authorized by §485(f) of the Higher Education Act of 1965, as amended, 20 U.S.C. §1092(f) and 34 C.F.R. §§ 668.46 and 668.49. Mr. Marcus further reported.



**College completes the IPEDS 2020-2021 Fall Survey**

The college completed the Integrated Postsecondary Education Data System (IPEDS) 2020-2021 Fall Survey on October 5, 2020, or 10 days before the deadline. The IPEDS 2020-2021 Fall Survey opened last September 2, 2020, and closed on October 14, 2020 (or six weeks). The survey required the college to report data on institutional characteristics (IC), completions, and 12-month enrollment.

The completion of all IPEDS surveys, in a timely and accurate manner, is mandatory for all institutions that participate in or are applicants for participation in any Federal financial assistance program authorized by Title IV of the Higher Education Act (HEA) of 1965, as amended. The completion of the surveys is mandated by 20 USC 1094, Section 487(a)(17) and 34 CFR 668.14(b)(19).

The IPEDS 2020-2021 Winter Survey will open on December 9, 2020, and will close February 10, 2021. This survey requires the college to report data on (a) student financial aid; (b) graduation rates; (c) 200% graduation rates; (d) admissions; and (e) outcomes measures. While, IPEDS 2020-2021 Spring Survey, which requires the college to report data on fall enrollment, human resources, and academic library, is scheduled on December 9, 2020, to April 7, 2021.

**UPDATES: Student Life**

**FSM-FMI Leadership Academy, September 17 to 24, 2020**

The FSM-FMI Leadership Academy is a foundational program being developed to give opportunity to all cadets to explore what it means to be a leader and how to effectively take care of self and serve others. This is a program in the beginning stages with intent to expand and offer to all students in the virtual setting in Spring 2021.

Continued to page 7



**DEPARTMENT FOR ENROLLMENT MANAGEMENT & STUDENT SERVICES**  
Admissions & Records | Center for Entrepreneurship | Counseling | Financial Aid | Security & Safety | Student Life

**College awards \$4.027 Million Pell to 1,495 students, as of November 26, 2020**

250 students received \$27,452.25 from the Supplemental Education Grant (SEG) Work-Study Program. 12 students received \$10,250.00 from FSM national scholarship program and CFSM assistance

The college's Financial Aid Office (FAO) reported awarding \$4,027,251.76 Pell Grant to 1,495 students as of November 26, 2020. The 1,495 students represent 90% of the 1,663 Pell eligible students enrolled this fall 2020 semester.

Table 1.0. Fall 2020 Pell data

Campus	Enrollment in Headcounts (N)	Pell Eligible Students (A)	A in % of N	Awarded Pell (B)*	B in % of A	Pell Award in US\$
National	751	687	91%	588	86%	\$ 1,710,339.35
CTEC	376	347	92%	333	96%	795,172.00
Chuuk	312	253	81%	216	85%	607,704.50
Kosrae	195	165	85%	148	90%	345,410.07
Yap	228	210	92%	210	100%	568,605.84
<b>Total</b>	<b>1,862</b>	<b>1,663</b>	<b>89%</b>	<b>1,495</b>	<b>90%</b>	<b>\$ 4,027,231.76</b>

\*\*As of November 26, 2020

According to the Acting Director of FAO, "12 students received \$9,750.00 from the FSM national scholarship and \$500.00 from the Congress of the FSM (CFSM) assistance." FAO also reported that 255 students enrolled in the SEG Work-Study Program this fall 2020, and received \$27,452.25. Table below shows the distribution by campus.

Table 2.0. Fall 2020 SEG Work-Study Program, as of November 13, 2020

Campus	Enrollment in Headcounts (N)	Allocation SEG Work-Study Program (A)	A in % of N	Enrolled in the SEG Work-Study Program (B)	B in % of A	SEG Work-Study Award in US\$
National	751	200	27%	80	40%	\$ 11,447.50
CTEC	376	100	27%	73	73%	6,142.25
Chuuk	312	49	16%	10	20%	373.75
Kosrae	195	10	5%	5	50%	615.00
Yap	228	30	13%	28	93%	2,988.75
FSM FMI	39	39	100%	39	100%	5,885.00
<b>Total</b>	<b>1,901</b>	<b>428</b>	<b>23%</b>	<b>235</b>	<b>55%</b>	<b>\$ 27,452.25</b>

**390 students early registered for spring 2021 semester**

The college registered 390 students with 4,467 credits (or 372 full-time equivalent students) during the early registration for spring 2021 last November 6 to 11, 2020.

According to Mr. Doman Daoas, Registrar, "Of the 390 students, 370 registered as continuing students, while 10 as new and 10 as returning students." The college has scheduled its regular registration for spring 2021 semester on January 6 to 8, 2021, Mr. Daoas further reported. Table below shows the distribution by campus.

Table 3.0. Spring 2021 semester early registration data

Campus	New Students		Continuing		Returning		Total		Full-Time Equivalent (FTE)
	Headcounts	Credits	Headcounts	Credits	Headcounts	Credits	Headcounts	Credits	
National	2	26	176	2,138	5	37	183	2,201	183
CTEC	1	10	63	624	0	0	64	634	53
Chuuk	2	25	16	182	1	11	19	218	18
Kosrae	0	0	17	176	0	0	17	176	15
Yap	5	63	98	1,137	4	38	107	1,238	103
<b>Total</b>	<b>10</b>	<b>124</b>	<b>370</b>	<b>4,257</b>	<b>10</b>	<b>86</b>	<b>390</b>	<b>4,467</b>	<b>372</b>



**Counseling Services**

Personal Counseling | Career and Guidance Counseling | Tutoring Services | Scholarship and Transfer Information

- Counseling is now included in the college's HelpDesk to provide assistance to students in a timely manner regarding academic, career guidance, personal, scholarship, transfer information and others.
- Counseling college-wide statistics: 328 visits to counseling center. These visits include assistance relating to academics, FAFSA, scholarship, clearance, disciplinary, and others.
- Counselors and tutors worked with the Center for Entrepreneurship's Executive Director to put together a series of videos to be posted on the college's YouTube for students to access. These videos will include test-taking strategies to help students for quizzes, mid-term and final exams.

Continued to page 8



**CFE UPDATES**  
**Center for Entrepreneurship**

**First month campaign: Leadership Through Immersion (LTI) Internship Program with United Nations Children's Fund (UNICEF)**

On October 1, 2020, the Center for Entrepreneurship (CFE) selected five students for the Leadership Through Immersion (LTI) Internship program with United Nations Children's Fund (UNICEF).

The LTI Internship program aims at training FSM youth leaders by giving them the opportunity of organizing advocacy campaigns aligned with UNICEF's goals. These advocacy campaigns include: The Water, Sanitation, and Health (WASH) and COVID-19 preparedness campaign. Interns of the LTI Internship program include students from different academic programs, such as Health Careers Opportunity Program (HCOP), Marine Science, Liberal Arts, and Teacher Preparation.

According to the CFE Executive Director, Mr. Timothy James Mamangon, "This month, the interns celebrated World Hand Washing Day by organizing essay, posters, and dance competitions participated by different schools around Pohnpei. These activities aim to educate the youth in Pohnpei about the importance of proper sanitation, especially during this global pandemic. During the month of November, the interns will organize a series of activities to celebrate World Toilet Day, and will culminate in an assessment and awarding ceremony by December."

The LTI Internship program will last for a period of three months, spanning from October 2020, to December 2020. Each month, interns will receive a stipend of \$500.00. The Center hopes the interns will have enhanced their leadership, communication, management, marketing, and other lifelong learning skills, by the end of this program, CFE Executive Director Mamangon further added.



**Pohnpei SBDC completes a series of business workshops for SBDC clients and SBGFC**

On the last two weeks of October, Pohnpei Small Business Development Center (SBDC) completed a series of business workshops for SBDC clients and Small Business Guarantee and Financing Corporation (SBGFC). The goal of this collaboration is to assist loan applicants to complete their loan application for the \$10,000.00 Pig Farm Loan Program of SBGFC.

Topics of the workshops focused on how to start a business, such as, how to make a business plan, a marketing plan, and financial plan. On the final day of training, the participants filled out their application for the Pig Farm Loan Program of SBGFC which included the outcomes from the workshops.

The next series trainings will be done with FSM Development Bank for their loan applicants and will continue every month.



**Pohnpei SBDC meets with US Embassy officials and others to discuss Indo-Pacific Business Forum**

On October 27, 2020, Pohnpei Small Business Development Center (SBDC) Director met with US Embassy officials, Pohnpei State Resource and Development, FSM Development Bank, Federated Shipping Company, Ltd., FSM Chamber of Commerce, Pohnpei Business Advisory, and key players of the Pohnpei Business industry at the U.S. ambassador's residence to discuss issues in exporting and economic development in Pohnpei and the Indo-Pacific Business forum.

The Indo-Pacific Business Forum is the leading event to promote trade, investment, and economic cooperation between the United States and its partners throughout the Indo-Pacific. This year's event will highlight regional projects that are currently underway, envisioned for the future and incorporate best practices for interested companies to play a leadership role. This includes major U.S.-led

**AY 2020-2021 College-Wide Student Body Association (SBA) officers**



Dison D. Kephass  
President, Kosrae Campis



Malven Sigam  
Vice President  
Yap Campus



Tyla Mori  
Secretary  
Chuuk Campus



Melisa Orlando  
Treasurer  
National/CTEC



Belsin Martin  
Representative  
National/CTEC

**AY 2020-2021 Student Body Association (SBA) officers**

**National Campus and Career & Technical Education Center**



Judy Joab  
President



Belsin Martin  
Vice President



Iverson Aliven  
Secretary



Melisa Orlando  
Treasurer

**Chuuk Campus**



Kianna Neikin Siren Meno  
President



Kerlein Neina Henzel  
Vice President



Tyla Mori  
Secretary



Amanda Pailuk  
Treasurer

**Yap Campus**



Ambrerisa Wolrui  
President



Malven Sigam  
Vice President

**Kosrae Campus**



Dison D. Kephass  
President



Jimmy Yaeiseliug  
President

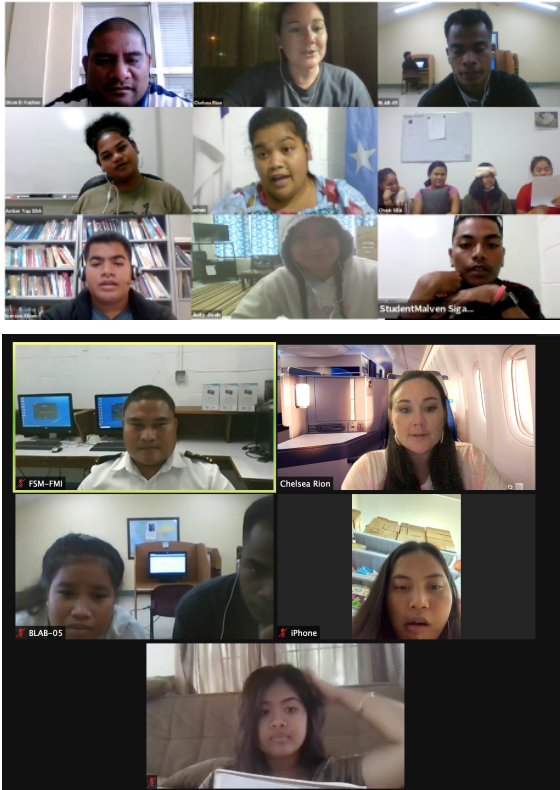
**SBA representatives to the college's Standing Committees**

- ▶ Executive Committee: Jody Joab
- ▶ Facilities and Campus Environment Committee: Dison Kephass
- ▶ Finance Committee: Melissa Orlando
- ▶ Information & Communication Technology Committee: Amberisa Wolrui
- ▶ Student Success Committee: Iverson Aliven and Kianna Neikin Siren Meno



**SBA Zoom Meetings, Bi-Weekly, Ongoing**

These calls are at time for all student leaders to come together, bridge cross-campus communications and collaborations, brainstorm initiatives and provide support and guidance to campus concerns.



**DEPARTMENT FOR INSTITUTIONAL EFFECTIVENESS & QUALITY ASSURANCE**  
Information Technology | Office of Institutional Effectiveness

**External Community Stakeholder Mini-Summit 2020**

**COM-FSM Mission & Value Review: Are we living up to our mission?**

A mini-summit for each of the four States was held for community members online to review the college mission statement, the extent to which we are achieving it, and consider recommendations to improve.

State	Date and Time	Participants	Including ...
Yap	October 27, 2020, 2:00 PM to 3:30 PM	18	<ul style="list-style-type: none"> <li>• Senator, Yap State Legislator member of Resources, Education, Development Committee</li> <li>• Director of R&amp;D</li> <li>• DOE</li> <li>• Special Education Coordinator</li> <li>• Health Services</li> <li>• Principal, Yap High School</li> <li>• Yap Cooperative Association</li> <li>• Others</li> </ul>
Chuuk	October 28, 2020, 2:00 PM to 3:30 PM	8	<ul style="list-style-type: none"> <li>• Chief Justice, Chuuk State Supreme Court</li> <li>• Representative, Chuuk State Legislature, House of Representative</li> <li>• Chief of Public Health</li> <li>• Principal, Saramen Chuuk Academy</li> <li>• Director, Small Business Development Center</li> </ul>
Kosrae	October 29, 2020, 2:00 PM to 3:30 PM	8	<ul style="list-style-type: none"> <li>• Kosrae State Scholarship Administration</li> <li>• Division of Agriculture and Land Management</li> <li>• DOE</li> </ul>
Pohnpei	November 5, 2020, 2:00 PM to 3:30 PM	4	<ul style="list-style-type: none"> <li>• Congress</li> <li>• FSM Development Bank</li> </ul>

During the summits, participants reviewed *24 mission fulfillment indicators*. Of these, 17 are met (green), 4 are minimally achieved (yellow), and 3 are not achieved (red).

The following indicators are minimally achieved (yellow):

- Graduate Employment Rates: % of students that completed a CTE program and are employed in related field.
- Fall-to-spring persistence rate
- Fall-to-fall persistence rate
- Institution-wide Credit Grades % Completed

These 3 indicators are not achieved:

- Academic challenge benchmark
- Student faculty interaction
- Transfer rate

The following recommendations were made to the Board of Regents and to COM-FSM administration. In addition to being presented here, they will be included in the mid-term report evaluating progress in our Strategic Plan 2018-2023. All States agreed upon the value of sustaining this open dialogue and have scheduled follow-up events in January 2021.

**Yap State**

*Recommendation 1.* The college should integrate internships and on-the-job trainings in programs to better equip students with employability skills, and align its programs with each State's priority fields or each State's manpower plans.

*Recommendation 2.* Develop vocational and trade programs within Yap state, to address the manpower development needs for the state - to train locals to replace the many foreign workers in many specialized trade areas.

**Chuuk State**

Improve access to diverse Chuukese population to address the low representation of Chuukese students in COM-FSM (20%) when compared to Chuukese population of FSM (47%).

**Kosrae and Pohnpei States**

Kosrae and Pohnpei sessions did not make specific recommendations but rather, chose to continue dialogue with broader participation.

**Counseling ... from page 6**

■ A career information video is currently in process of being edited. Interviews with representatives from different agencies were conducted to gather information on different career areas, qualifications needed, educational backgrounds needed for the positions, and others. The objective of the career information video is to provide information to students on career opportunities they may pursue after graduating from their field of studies or majors. Once it is reviewed and finalized, the video will be posted online for students to access.

**CFE: Pohnpei SBDC ... from page 7**

Indo-Pacific Strategy initiatives: The Digital Connectivity and Cybersecurity Partnership (DCCP), Infrastructure Transaction and Assistance Network (ITAN), and Enhancing Development and Growth through Energy Initiative (Asia EDGE). During the meeting the Pohnpei SBDC Director discussed the different services the center offers to help with economic development.

The meeting led to expanding Pohnpei SBDC network and sparked potential collaboration with different agencies, with the end goal of increasing Gross Domestic Product through exporting.



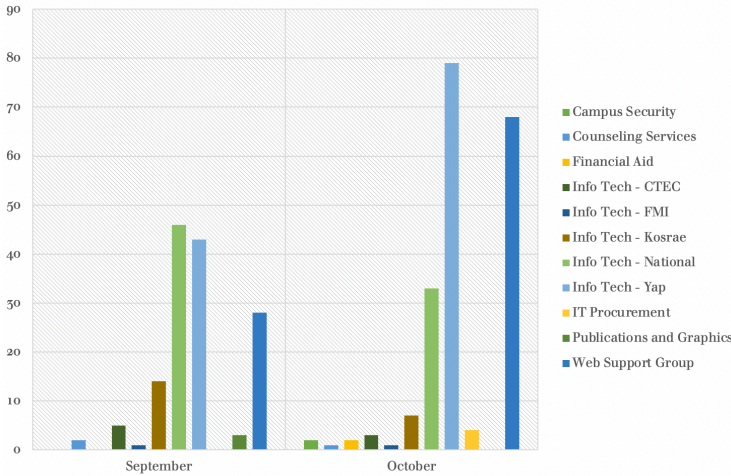




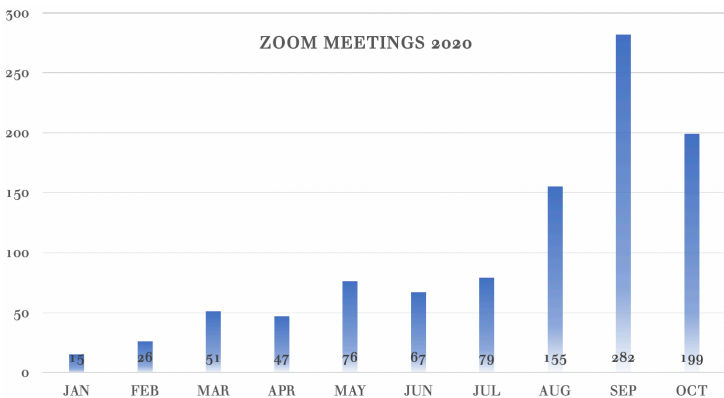
## UPDATES Information Technology Office

### help desk

The College's Helpdesk software was deployed on a small scale at the beginning of September to road-test its use. After making changes and refining its user interface and data collection, it was formally introduced to the college community on October 30<sup>th</sup> 2020. The IT Office prepared How-To videos to assist students and employees on how to navigate the software. For Students: <https://youtu.be/1ZUEAMpmx1Q> For Employees: [https://youtu.be/lc15HiP\\_gsY](https://youtu.be/lc15HiP_gsY) Between September 1 through November 12 there have been a total of 342 Helpdesk requests made.



Since January of this year through November 13 the college has held a total of 1,058 Zoom meetings college wide. With a total of 40 paid licenses used by various instructors, staff, and administrators, use has increased significantly as users become familiarized and comfortable conducting and participating in meetings. In recognition of the increased demand to support student learning under the conditions presented by the COVID-19 pandemic, an additional 60 licenses have recently been purchased for faculty and support staff to use. To support the continued functioning of the participatory governance structure in an online environment, committee chairs will be given an account for their committee. Finally, software for student support services will be expanded to create "virtual offices".



## COM-FSM donates \$15,000 to Young Island Readers program, Habel NGO

COM-FSM is proud to support 'Young Island Readers', a program which offers all children born on Yap one, new, age-appropriate book each month until their fifth birthday. Books are mailed, individually wrapped, to the family's post office box.



This is possible through a partnership between Dolly Parton's *Imagination Library* and *Habele*, a 501c3 nonprofit serving students across Micronesia. The Imagination Library offers children free, home-delivered books through collaborations with local nonprofits. In Micronesia, Habel is that local partner. In 2020, the program will be piloted in Yap with the vision to expand across all FSM States in the coming years.

In 2020, all children born on Yap Proper will be eligible so long as they remain domiciled on Yap. This includes the significant population of outer islanders residing on Yap. To enroll, the parents simply complete a one-page form and provide the child's date of birth and the family PO Box. Forms are available at Yap hospital in English, Yapese and Woleian. This donation is a direct, high yield investment in our future students by the college, and a manifestation of our commitment to the success of the FSM as embodied in our mission. Young Island Readers aims to serve as a direct, efficient, and empowering model for developing early literacy across the FSM.

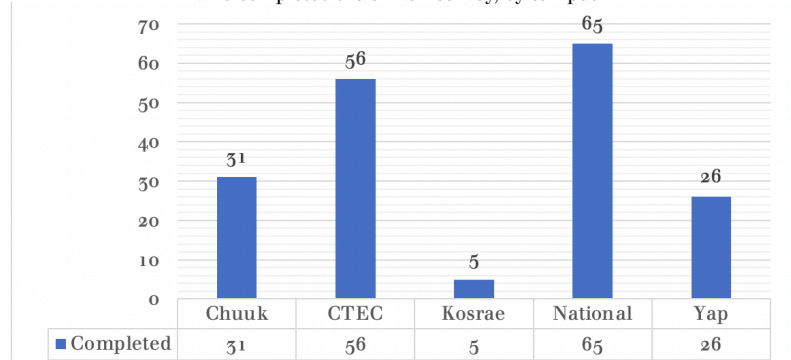


## Survey of Entering Student Engagement (SENSE) 2020

During Fall 2020, the College of Micronesia-FSM administered the Survey of Entering Student Engagement (SENSE), a survey that focuses on first-time (new) entering students. This survey aims to focus on students' experiences in the critical first few weeks of college. Grounded in research about what works in retaining and supporting entering students, SENSE collects and analyzes data about institutional practices and student behaviors. Students respond to the survey and participating colleges receive survey reports including data and analysis they can use to improve their programs and services for entering students. Specifically, SENSE data can be used in improving course completion rates and the rate at which students persist beyond the first term of enrollment.

The SENSE was administered during the fourth and fifth weeks of the fall academic term to students in courses randomly selected from those most likely to enroll entering students. Due to COVID-19 and the move to online learning, the SENSE administration was switched from paper survey to online. A major collaborative effort was made between OIE and Counseling services to encourage students to take the survey. As of November 13<sup>th</sup> 2020, out of 663 new entering students, 294 (44%) opened the survey but only 185 (28%) completed the survey. While awaiting the results, we will reflect upon our experiences in administering the survey to inform future decision-making regarding the SENSE survey, the value of the data collected, and student engagement for first-time students.

Number of first-time students who entered COM-FSM during summer or fall 2020, who completed the SENSE survey, by campus

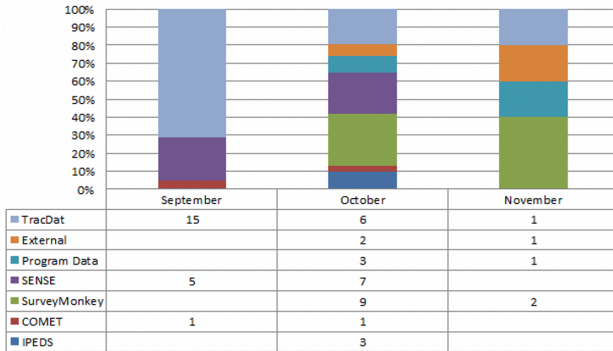




**Office of Institutional Effectiveness**  
**Data requests**

A summary of data requests submitted to the Office of Institutional Effectiveness (OIE) over the last quarter are presented. As we evaluate the workflow, we aim to improve our provision of timely and accurate data, through automated processes when possible.

**Incoming Requests**



**Publications, Graphics & Photography, Social Media Engagement**

**Who Cares?**

An experimental monthly newsletter, **"Who Cares?"** was launched in October, with the **second issue** made available in November. The newsletter aims to curate and share college news in a creative and easy-to-read form. It is made using publicly available college communications, such as minutes, together with original contributions and submissions.

**Graphics & Photography**

Welewel Logo - Working with Interim President in Designing of the Welewel Logo along with the promotional materials for ISER.

**KPress Ads**

- Volume 20, Issue 18 <http://www.comfsm.fm/dcr/misc/comfsm1-Sept-2020.pdf>
- Volume 20, Issue 19 <http://www.comfsm.fm/dcr/misc/comfsm1-Oct-2020.pdf>
- Volume 20, Issue 20 <http://www.comfsm.fm/dcr/misc/comfsm2-Oct-2020.pdf>
- Volume 20, Issue 21 <http://www.comfsm.fm/dcr/misc/comfsm1-Nov-2020.pdf>
- Volume 20, Issue 21 <http://www.comfsm.fm/dcr/misc/comfsm2-Nov-2020.pdf>



**Social Media Engagement**

Published	Post	Type	Targeting	Reach	Engagement
11/10/2020 1:19 PM	Issue 2 of Who Cares? a monthly memo to communicate what's	Document	Global	158	13 4
11/03/2020 1:35 PM	COM-FSM is now in the first stages of preparing the next	Document	Global	279	12 7
10/26/2020 2:13 PM	[October 26, 2020] Update from President's Office. The college has	Document	Global	559	73 15
10/09/2020 10:01 AM	Who Cares? What you don't know might interest you. The first (and	Document	Global	418	13 10
10/08/2020 10:18 AM	Supporting Young Island Readers - COM-FSM Class of 2035. COM-	Document	Global	531	8 26

