Department for
ENROLLMENT MANAGEMENT & STUDENT SERVICES

Admissions & Records | Center for Entrepreneurship | Counseling | Financial Aid | Security & Safety | Student Life

College held drive-thru commencement ceremony to honor graduates amid pandemic

2020 is not a typical year for the college and its graduates due to the COVID-19 global pandemic and the resulting nation- and state-wide social distancing restrictions. Since a traditional graduation could not happen this year, the college held a drive-thru commencement ceremony last July 29, 2020, in the main parking lot, National Campus, to honor the graduates of spring and summer 2020 from the National Campus and the Career & Technical Education Center (CTEC).

According to the college's registrar, "As *Pomp and Circumstance* blasted from speakers and car horns blared, a parade of pickup trucks and SUVs, and cars snaked through the college's main parking lot. Graduates stepped out of their vehicles in caps and gowns, greeted by faculty, staff and students, their names called, walked through the outdoor stage, accepted their diplomas, and photos taken with the Interim President."

About 42 graduates participated in the event which was broadcasted live on the college's radio station, FM 89.9 MHz. Video of the event was also published on YouTube, https://www.youtube.com/watch?v=bwp02d7tijc.

Fall 2020 enrollment data

The college has a fall 2020 enrollment of 1,861 headcounts with 21,247 registered credit hours (or 1,770 full-time equivalent students). Of the 1,861 headcounts (N), 438 (or 24% of N) are new students, 1,303 (or 70% of N) are continuing students, and 120 (or 6% of N) are returning students.   Vis-à-vis fall 2019 enrollment, the college has seen increases in registered new students by 36% and returning students, also by 36%, but a 13% decrease in registered continuing students.

Table 1.0.   Fall 2020 enrollment data: In headcounts, registered credits, and full-time equivalent (FTE) students, average credits, sex, and registration type by campus

Campus	Fall 2020 Enrollment			Average Credits	Male		Female		Full-Time		Part-Time	
	Headcount	Credits	FTE		Count	% of n	Count	% of n	Count	% of n	Count	% of n
National	751	9,222	769	12.3	281	37%	470	63%	600	80%	151	20%
CTEC	376	3,945	329	10.5	205	55%	171	45%	186	49%	190	51%
Chuuk	311	3,698.5	308	11.9	106	34%	205	66%	234	75%	77	25%
Kosrae	195	1,807.5	151	9.3	78	40%	117	60%	75	38%	120	62%
Yap	228	2,572.5	214	11.3	97	43%	131	57%	145	64%	83	36%
Total (N)	**1,861**	**21,245.5**	**1,770**	**11.4**	**767**	**41%**	**1,094**	**59%**	**1,240**	**67%**	**621**	**33%**

Except for National Campus and the Career & Technical Education Center (CTEC), all campuses have seen increase in their enrollment in both headcounts, registered credits and FTE students if compared to the prior fall 2019.   Table 2.0 below shows the data.

VPIEQA-OIE: Online Summit …. from page 4.

In addition to the document, Appendix G COVID-19 Preventive Measures & Framework (adopted by the EMT on 07/22/20 and added to COM-FSM's Emergency Management Plan), a short video was created and made available on COM-FSM's official YouTube channel. Participants were then asked questions using a SurveyMonkey quiz, which provided immediate feedback on correct and incorrect answers. Results from qualitative questions will be used to help people clarify unclear issues within their departments and also identify any points in the document that may need revisions.

T-shirts and a small token of appreciation were provided to all participants to thank them for their participation.

VPIEQA-ITO: Connectivity …. from page 4.

Inquiries by IT personnel with students found the major comment being "Schoology works better now" while some instructors have noted an improvement on their ability to do work online. IT continues to monitor the new connection and traffic to fine tune the service.

The National Campus has a dish operating at 70MB that will serve as a redundant source of internet should our primary internet service provider experience any connectivity issues. On a normal basis it will work in conjunction with our current internet connection for regular usage traffic.

FSMTC: IT is in talks with FSMTC to increase bandwidth at the Chuuk, CTEC, and Yap Campuses if an economical price can be reached. This will accommodate the increasing use of Schoology, Zoom, and other internet related resources as it pertains to instruction. It also allows the college to have even equity among all campuses in terms of internet service. At the time of writing, the college and FSMTC are negotiating and finalizing a new contract that will be effective the month of September 2021.

Technology at the college

Procurement: In collaboration with the various campuses, departments, and offices at the College the IT Office has assisted in procuring the following:

▷ 97 lab computers for Yap Campus to replace the age computers in use by students.
▷ 30 lab computers for CTEC's classroom lab located in the Small Business Development Center.
▷ Purchases funded by HEERF-Institutional Portion under CARES Act:
  - 115 laptops for faculty across the college
  - Instructional tools for faculty across the college
  - Hardware for instructional purposes:
    - Digital writing tablets
    - Cameras, tripods, and lighting equipment for producing instructional videos
    - Web cameras and headsets for student use across the campuses in the student computer labs
  - Software for instructional purposes
    - Zoom licenses for faculy
    - Lockdown Browser to allow faculty to lock students from new browsers during tests and assignments
    - DropOut Detective that helps instructional and student services via Schoology to monitot in real time students who are failing behind and need intervention
    - Turnitin plagiarism checking software

Physical inventory: The change in instructional mode has brought into question the availability of computers for student use that allow for online learning.

Aside from having an adequate number of computers students can use, having machines that have cameras and allow for headsets has become important. Web cameras and headsets are being purchased via the HEERF-Institutional Portion under the CARES Act that will be distributed to all the campuses to be used in the student labs. Future purchases for student labs will take into account web cameras.

Table 2.0. Fall 2019 vis-à-vis Fall 2020 enrollment data by campus

Campus	In Headcounts			In Registered Credits			In Full-Time Equivalent		
	Fall 2019	Fall 2020	% Difference	Fall 2019	Fall 2020	% Difference	Fall 2019	Fall 2020	% Difference
National	959	751	-22%	12,202	9,222	-24%	1,017	769	-24%
CTEC	384	376	-2%	4,409	3,945	-11%	367	329	-11%
Chuuk	275	311	13%	3,167	3,698.5	17%	264	308	17%
Kosrae	132	195	48%	1,402	1,807.5	29%	117	151	29%
Yap	156	228	46%	1,679	2,572.5	53%	140	214	53%
Total (N)	1,906	1,861	-2%	22,859	21,245.5	-7%	1,905	1,770	-7%

Fall 2020 potential program completers

The college's registrar reported 195 potential program completers end-of-fall 2020. Of these 195 potential program completers, 103 from the National Campus, 31 from the Career & Technical Education Center (CTEC), 23 from Chuuk Campus, 13 from Kosrae Campus, and 25 from Yap Campus.

32 of these potential program completers are currently at the state campuses but are candidates for graduation under the National Campus or CTEC programs. 13 are candidates for graduation under the college's Bachelor of Science in Elementary Education (BSED) program.

End-of-summer 2020 academic standing

Of the 842 students who registered last summer 2020, 97% (or 813 headcounts) completed the term with good academic standing, while 3% (or 29 headcounts), not in good academic standing. The college's Board Policy No. 3016, as last reviewed and approved by the Board of Regents on March 14, 2014, defines good academic standing as "having a cumulative Grade Point Average (GPA) of 2.0 or above." Cumulative GPA is the average for all semesters attended at the college.

If compared to last summer 2019, the college has seen an increase in the percentage of students vis-à-vis total enrollment completing the term with good academic standing. According to the college's registrar, "Of the 1,133 students enrolled last summer 2019, 96% (or 1,086) completed the term with good academic standing."

Virtual fall 2020 orientation for students, counseling & tutorial services, video tutorials, and others

Due to the current unprecedented health (COVID-19) crisis and the resulting social distancing restrictions, the Department for Enrollment Management & Student Services (EMSS) continue to work diligently in providing alternative ways to ensure delivery of appropriate services and programs that support student learning, and enhance accomplishment of the college's mission. These alternative ways include but by any means not limited to:

▷ **Virtual fall 2020 orientation for students,** which is available from this link: http://www.comfsm.fm/?q=virtual-orientation-F2020. Orientation is an important intervention service that helps new students to acclimate and make a more successful transition to college. According to the college's registrar, "The virtual fall 2020 orientation for students received an average rating of 8.48 out of 10 from a survey conducted. Students considered the virtual orientation very informative and believed it could help them succeed through the semesters."

Physical inventory list reports that there are five student labs college wide that are more than five years of age. All labs in Yap are being replaced this semester and delivery of new computers are pending.

| Location	Description	Webcam	Qty	Acquisition Date	Age
Chuuk Lab2	Dell OptiPlex 390	N/A	29	5/15/2012	8
Yap Lab	Dell Desktops	N/A	25	11/07/2005	14
Yap VocEd Lab	Dell E521 Desktops	N/A	11	08/09/2007	13
Yap Open Lab	HP Pro 3500	N/A	25	01/28/2014	6
Yap Spc Lab	HP Pro 3500	N/A	43	01/28/2014	6
Nat LRC Lab	Dell Optiplex 3011 AIO	N/A	40	10/01/2020	9

Communications at the college

Helpdesk software. An online ticketing system - will be made available to all users, students and employees at all campuses, to allow them to request help online, to which an appropriate personnel member can respond according to their needs. The software is installed, tested, and ready to be deployed. IT is preparing How-To documents and videos to be shared with all users before the software can be fully deployed. IT personnel will also be trained on how to receive, interpret, and address tickets.

▷ Students at the various campuses will have the ability to privately schedule appointments with the campus nurses.
▷ Requests to the Maintenance Office will be included

Reports can be created in real time to monitor trouble areas, response times, and provide aggregated and disaggregated data and insight into which areas need assistance.

Zoom. The software has become the primary means of contact aside from email and phones. Instructors are utilizing the integration into Schoology to hold course meetings, group work, presentations, or lectures that can be recorded and saved for later use. Zoom usage for the month of August continues to increase as more and more faculty and students engage in the use of the application.
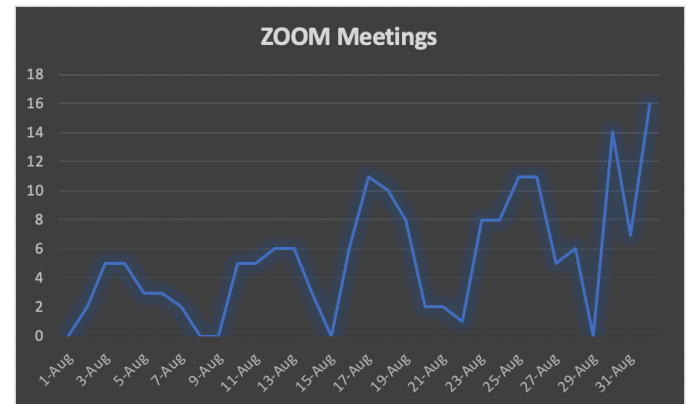
Publications and graphics

The need for clear, effective, and timely communications is more important now that the college is doing most of its activities online.

The The college's 2020-2021 General Catalog was published on August 21, 2020.

Publications and & Graphics in collaboration with Student Services have been putting together How-To videos to help with the transition to online learning. With regular responsibilities, the office will continue to look at ways to address the need to online resources for all users at the college, to produce material that support online operations, as well as raising awareness of the college's COVID-19 guidelines and preparedness.

▷ **Virtual and in-person counseling and tutoring services.** While the college continues to extend in-person counseling and tutorial services with strict observance of the imposed social distancing restrictions, the delivery of these services had been expanded to online or virtual mode. The department for EMSS currently is working on procuring computers that will be distributed at each campus location to serve as terminals for students enabling them to virtually meet either our counselors or tutors.

▷ **Online video tutorials or guides.** The department for EMSS developed and produced online video tutorials or guides to support student learning. These online resources are accessible from the Student Life's webpage, http://www.comfsm.fm/?q=student-life, and include:

- Navigating Schoology
- How to use the COM-FSM webmail
- Using built-in text editor to submit assignment in Schoology
- How to see how you did on a test in Schoology
- Google drive assignments in Schoology
- How to convert a word document in portable document format (pdf)
- How to email attachment
- Scanning assignments with Google photoscan
- How to compress or Zip files

Nevertheless, the department will continue to develop and publish online resources and publish them on the college's website to support student learning.

▷ **Online Student Body Association (SBA) election.** On August 25, 2020, the department's Student Life launched online filing of candidacy for SBA positions, which closed last September 4, 2020. This will then be followed by online election of SBA officers on the third week of September.

COM- FSM isolation rooms have been set up and prepared by EMSS staff. EMT management team recommended this as a routine infection prevention and control practices during the COVID-19 global pandemic.

Center for Entrepreneurship

Health Care on Air Project

On August 28, 2020, the Center for Entrepreneurship (CFE) received confirmation from FSM Department of Health and Social Services and United Nations Children's Fund (UNICEF) on a partnership for the Health Care on Air Project. The goal of the project is to strengthen FMS's information campaign on COVID-19 by providing radio ads and video and audio modules for health care workers. The materials will be an opportunity for CFE artists to help the community and earn stipends up to $10,000.

The partnership will also bring in $10,000 worth of equipment to upgrade CFE's capacity in creating video and audio materials. The partnership also includes an internship opportunity for four students who are willing to work for these offices for three months. The interns will perform duties of an administrative assistant and will get a stipend of $500.00 per month.

YouTube Post	Date Posted	Number of Views
Marine Science Video	August 2020	35
COM-FSM COVID 19 Preventive	August 2020	382
Drive Thru Commencement	August 2020	318
[Tutorial] Registration	August 2020	231
[Tutorial] Webmail	August 2020	21
[Tutorial] Graduation Requirements	August 2020	13
[Tutorial] OARR Services	August 2020	41
[Tutorial] Business Office	August 2020	29
SBA Retreat Chuuk	August 2020	131
[Tutorial] Financial Aid	August 2020	34
[Tutorial] Counseling Services	August 2020	41
[Tutorial] Word to PDF	August 2020	13
Campus Safety	August 2020	24
Mission Statement	August 2020	58
Guide to Zoom Meeting	August 2020	10
How to Log in Schoology	September 2020	124
Total	16 posts	**1,505 Views**

Financial Aid: College awarded $1.053M Pell Grant to Pell eligible students last summer 2020

The college's Financial Aid Office (FAO) reported awarding $1,053,172.36 Pell Grant to 100% of the Pell-eligible students enrolled last summer 2020.

DropOut Detective training for counselors

On September 1, 2020, all counselors participated in a training on how to use the DropOut Detective platform in Schoology. The platform is currently integrated in Schoology and it identifies students that are most at risk of dropping out of or failing courses.

According to the college's lead counselor, "Counselors will use DropOut Detective to quickly identify students that are at risk of dropping out or failing their courses and proactively reach out to them."

32 students remain in the residence halls

There are only 32 students who continue to reside in the college's residence halls. According to the coordinator of the residence halls, "The 32 students represent only 18% of the 176 students who resided in the residence halls during spring 2020 semester and before the global pandemic. Of these 32 students, 14 are male residents, while 18 are female residents." He further added that of these 32 students, 26 are from Yap State and six, from Chuuk State.

COVID-19 Personal protective equipment (PPE) and supplies in the college's residence halls and designated isolation rooms