

**VPIA REPORT**  
**Board of Regent Meeting**  
**April 11-April 14 2023**

**Mission Statement**

*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.*

**Core Values**

Excellence      Learner-Centeredness      Commitment      Professionalism      Teamwork

**Highlights:**

- Faculty development workshops held at all campuses on April 04, 2023. [National and CTEC faculty development workshop](#)
- Second year Cadets at FMI-Yap dispatched for 2-week sea-time
- Appointment of new acting Dean of Academic Programs
- IA and EMSS offices working together to accommodate incoming Freshmen students for Summer 2023. See [Summer 2023 proposed class schedule](#).
- Potential grant opportunities for Preservice in AS early childhood complementary Special needs.

**Strategic Directions:**

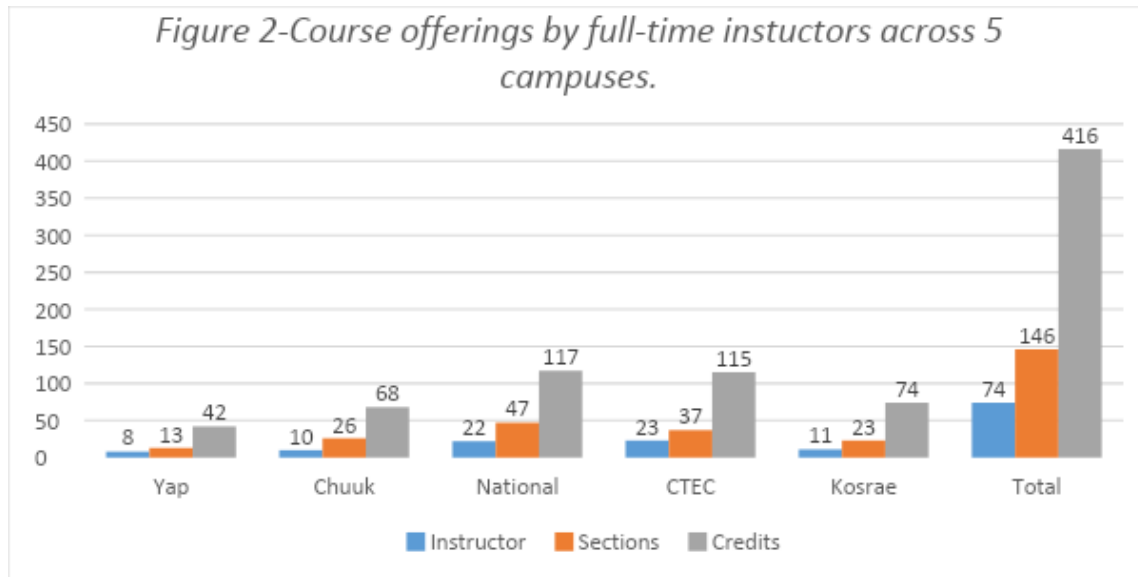
- I. **Innovate academic quality to ensure student success.**

**A. Summer 2023 course scheduling**

*Figure 1 Summer 2023 offerings by full-time faculty-system wide. Note: Tables not including incoming Freshmen.*

Campus	Instructor	Sections	Credits
Yap	8	13	42
Chuuk	10	26	68
National	22	47	117
CTEC	23	37	115
Kosrae	11	23	74
<b>Total</b>	<b>74</b>	<b>146</b>	<b>416</b>

Note: A total of 74 full-time instructors will be teaching 146 sections or classes for Summer 2023. All 146 sections are a combination of both residential and on-line offerings.



*Note: Of the course offerings per campus, the national campus will be offering the biggest number of courses at 47 sections, while Yap will be offering 13 sections of courses. The variation in course offerings per campus may be dependent on the student and faculty population for each campus site.*

Fall 2023 schedule being coordinated by both ICs and DAP to ensure that course offerings are accessible and available to students within all campuses and programs.

## **B. For continuous Assessment of Student Learning Outcomes (SLOs):**

1. The office of Dean of Academic Programs continues to ensure that Course Outlines are reviewed and updated by working with Instructional Coordinators and the Curriculum committee. To date 59 COs have been revised and updated in the AMS. See status of Course Outline revisions [COs status](#).
2. Instructional Coordinators at all campuses continue to ensure that SLOS and PSLOs are assessed and inputted into TracDat, the COM-FSM AMS. VPIA office has also contracted temporary staff to assist by providing Tracdat training to both ICs and instructors. The temporary is also tasked to update and align SLOs and PSLOs to ISLOs. SLOs are assessed every semester, PSLOs every school year, and Program Reviews every 4 years for degree programs and 2 years for Certificate programs. See [Program Review schedule](#). Training on the AMS is continuous. The most recent training was a virtual training held on February 06 of this year.



*Figure 3: AMS training for program faculty via Zoom held in February of 2023.*

3. Both academic and Certificate programs continue to conduct Program Reviews (PRs). Instructors for respective programs have been identified to lead the program review data-collection and write-up. Lead writers were informed by former VPIA Simion that they will receive a \$400 stipend for leading the program reviews. PRs are due this March 2023.
4. Twenty one (21) Second-year cadets of FMI dispatched to serve sea-time on February 23, to continue their two week shipboard training under the supervision of TA Belsman Hagileiruw-FMI instructor. Thirteen first-year cadets await their training, which involves 4 weeks of sea time. Has yet to receive a ship in the form of donation. Ship currently docked in Guam sea port.

**C. Learning Resources Center**

1. LRC Currently uses Follet as an open Resource tool and is pilot the KOHA.
2. LRC continues to provide media support through its Media Instructional and Technology Center (MITC)
3. LRC also provides a computer lab space for students.

**D. Institute for Student Learning and Excellence in Teaching (ISLET)**

1. Adoption of Canvas as the Official Learning Management System
2. Long-term plans for Future of Distance Education:
  - Regular assessments of our distance education programs to ensure they are meeting the needs of students and faculty;
  - Development of new programs and resources to support students and faculty in their distance education efforts;
  - Expansion of support services to include online tutoring, online office hours, and other resources to help faculty succeed.
3. Campus-wide Faculty Workshop
  - 2 campus-wide workshops via Zoom
  - Next workshop scheduled to be in April of this year
  - One-on-One Canvas Tutorials
  - Formative Evaluations:
    - ISLET implemented a formative assessment tool for course review. This used the peer review of instructor's courses.

#### **E. Grants**

- **IQBE-Program coordinator vacant**
- **MCT-Timothy Mamangon**
- **DEG X-Alvie Cabanez**

## **II. Strengthen resources to meet current and future needs**

- A. Installation of Smart Boards at National and CTEC campuses, other campuses await theirs to be installed.
- B. ICs , ISLET director and acting DAP working on staff development program. This year's proposal is to use local staff and faculty to conduct development workshops as split in two general sessions. Morning sessions will be professionally geared and the afternoon session will be personal-oriented. Staff development instructors will be given stipends for their services. Each state will be coordinating their sessions, with National and CTEC campuses combined. ISLET director in collaboration with VPIA office continues to work on the Learning Design Team Proposal to the president. The VPIA office has started a regional comparison of the salaries of the proposed Learning Design Team. See Learning Design staffing proposal in SLT folder.
- C. Recruitment process and procedures to revamp recruitment and hire needed employees in time. While this remains to be addressed, a temporary solution that may also become a long-term one is to use adjunct faculty.
- D. IQBE-completed training on Academy 1 and Academy 2. Recently request for funding draw-down to begin the 4<sup>th</sup> year cycle of Activities. IQBE coordinator vacancy to screen applicants on March 23, 2023. Interview conducted on March 30<sup>th</sup>, VPIA awaits recommendation for final candidate from the Ad hoc committee.

E. On-going grant activities such as the MCT and NIFA grants

### III. Challenges

- A. Potential for limitation in course offerings due to the existing 23 faculty vacancies.
- B. The need to have consistency in reporting SLOs and improvement plans as means for planning and decision-making. The need to have an assessment office to review and provide for PRs which at the moment does not exist.
- C. Bring faculty members to competency level in teaching online courses.
- D. Device a systemic way of course-scheduling that can guide decision-making and allocation of resources, including personnel, finances, and services.
- E. Faculty with special contracts who currently coordinate grants
- F. Difficulty in hiring or retaining adjunct faculty due to a very unrealistic pay-scale.

### IV. Recommendations

- a. Certify **all instructors** (Both Full and Part-Time) before allowing them to teach online courses and face-to-face courses using Canvas. While that is on-going the VPJA office also needs to be more flexible in identifying instructors who can teach online.
- b. Ensure that class size changes back to normal size after Covid-19 restrictions are lifted for all campuses. As of the reporting period, Chuuk still retains the minimal number to class size from Covid-19 restriction measures.
- c. The Chuuk Campus Land Lease will not be part of Chuuk Campus' annual budget allocation because it inflates our annual budget. A recommendation from Chuuk campus is that land lease should be under VPAS' budget or the President's.
- d. Mobilize an assessment office to initiate an assessment committee for review of Instructional Program Reviews.
  - o Revive program coordinators who will lead assessments for both academic and certificate programs. These will be faculty members, will need to be given release time for program coordination.
- e. Revisit the membership of the curriculum committee
- f. VPJA to provide input on Special contracts policy currently being worked on.
- g. Revisit the part-time pay scale to amend the existing formula. This needs to increase if the college intends to use adjunct faculty to fill in gap for vacancies that remains a recurring issue. Visit Appendix B and Appendix C.

*Appendices*

[Dean of Academic Programs Report](#)

[CTEC report](#)

[IQBE presentation](#)

[Institute for Student Learning and Excellence in Teaching](#)

[CRE report to VPIA](#)

[Chuuk campus report](#)

[FMI-Yap report](#)