



# Report to the Board of Regents

Administrative Services | Enrollment Management & Student Services | Institutional Effectiveness & Quality Assurance | Instructional Affairs

May 3, 2017, Meeting, Weno, Chuuk, Federated States of Micronesia



Department for ENROLLMENT MANAGEMENT & STUDENT SERVICES VPEMSS Joey A. Oducado

## College awards \$3.8 million Pell Grant to 1,481 students

230 students received \$208,020 from FSM National, State, and other scholarships

**National Campus.** The college's Financial Aid Office (FAO) reported that as of April 15, 2017, it awarded \$3,873,491.90 Pell Grant to 1,481 students this spring 2017 semester. According to Faustino Yarofaisug, FAO director, "Of the 1,719 students registered this spring 2017, 1,650 (or 96%) are Pell eligible." He further added that as of report, 90% (or 1,481 students) of the Pell eligible students, have been awarded Pell grant, as shown in table 1.0 below:

**Table 1.0.** Spring 2017 Pell Grant Recipients in Headcounts and amount of Pell awarded

Campus	Spring 2017 Enrollment	Number of Pell Eligible Students	Pell Recipients to date	Recipients in % of Enrollment	Recipients in % of Pell Eligible Students	Total Award
National	812	793	744	92%	94%	\$2,036,702.90
Pohnpei	460	439	391	85%	89%	\$967,450.00
Chuuk	230	191	179	78%	94%	\$463,022.00
Kosrae	116	105	66	57%	63%	\$159,186.00
Yap	129	122	101	78%	83%	\$247,131.00
<b>Total</b>	<b>1,719</b>	<b>1,650</b>	<b>1,481</b>	<b>86%</b>	<b>90%</b>	<b>\$3,873,491.90</b>

Director Yarofaisug also reported that during the period beginning January 2017, and ending April 15, 2017, 203 students received \$208,020.00 from FSM National, State, and other scholarships. Table below shows the distribution by scholarship grant:

**Table 2.0.** Spring 2017 Pell Grant Recipients in Headcounts and amount of Pell awarded

Scholarship	Recipients	Amount, in US\$
FSM National Scholarship	64	64,070.00
Pohnpei State Scholarship	1	500.00
Chuuk State Scholarship	70	47,150.00
Asian and Pacific Islander American Scholarship Program	10	25,000.00
Yap State Scholarship	60	59,050.00
Kosrae State Scholarship	24	12,000.00
Rotary Club of FSM Scholarship	1	250.00
<b>Total</b>	<b>230</b>	<b>208,020.00</b>

## 614 students participated in the Supplemental Education Grant (SEG) Work-Study Program

**National Campus.** The college's Financial Aid Office (FAO) reported that 614 students enrolled at the college and the FSM Fisheries and Maritime Institute (FSM FMI) participated in the SEG Work-Study Program. According to the FAO Work-Study Coordinator, "of these 614 students, 331 are from the National Campus, 157 from the CTEC-Pohnpei, 22 from Chuuk Campus, 36 from Yap Campus, 13 from Kosrae Campus, and 55 from the FSM FMI." These students received a total of \$137,168.25 from the SEG Work-Study Program, he added.

FAO Work-Study Coordinator also reported that seven US former servicemen enrolled this semester at the National Campus received \$7,975.00 from the work-study program for veterans under the US department of Veteran Affairs.

## College organized college fairs and visits to high schools

**National Campus.** The college will be holding college fairs inviting students who have been admitted for summer 2017 and fall 2017 via the COMET. College fairs have been scheduled on April 17, 2017, for Kosrae Campus, April 25, 2017, for Chuuk Campus, and April 28, 2017, for National Campus and CTEC-Pohnpei. High school visits have been scheduled for Yap State, April 19-20, 2017.

## College to admit 992 seniors and other students in summer or fall 2017

76% of the 1,308 students who took the COMET last January 26 to February 10, 2017 are admitted, while 24%, non-admitted



Seniors from the public and private high schools in Chuuk State attended the April 25, 2017, college fair at COM-FSM Chuuk Campus.

**National Campus.** The college administered COM-FSM Entrance Test (COMET) to 1,308 seniors from private and public high schools in the Federated States of Micronesia (FSM) including other students at the state campuses last January 26 to February 10, 2017.

According to the college's registrar, "Of the 1,308 students, 433 are admitted as degree-level, 154 into Achieving College Excellence (ACE), and 405, certificate-level." He further added that the college has seen an increase in the percent of students who have been placed into degree as compared to last spring 2016 COMET, and a decrease in the percent of non-admits. Results of the COMET show that 33% of the students who took this year's COMET are placed as degree-level; while only 26% were placed as degree-level last spring 2016. Further, only 24% of the students who took the spring 2017 COMET are non-admit, as compared to 26% last year's COMET.



Seniors from Kosrae High School attended the April 17, 2017, college fair at COM-FSM Kosrae Campus.

The registrar also reported that the 1,308 students and other students do not include seniors from high schools on Mortlocks, Moch, and Weipat in Chuuk State, and the Neighboring Island Central High School on Woleai, Yap State. While the test materials from these high schools were received by the college's VP for Enrollment Management and Student Services (VPEMSS) Office last quarter of March 2017, results are not available as of report, the registrar further added.

**Table 3.0.** Spring 2017 COMET. Distribution of placement and non-placement by State.

State	Non-Admit		ACE		Certificate		Degree		Total n
	Count	% of n	Count	% of n	Count	% of n	Count	% of n	
Chuuk	178	44%	104	26%	33	8%	89	22%	404
Kosrae	18	14%	34	26%	30	23%	49	37%	131
Pohnpei	95	15%	235	38%	80	13%	215	34%	625
Yap	25	17%	32	22%	11	7%	80	54%	148
<b>Total</b>	<b>316</b>	<b>24%</b>	<b>405</b>	<b>31%</b>	<b>154</b>	<b>12%</b>	<b>433</b>	<b>33%</b>	<b>1,308</b>

## Updates: Center for Entereprenuership

**National Campus.** The Center for Entrepreneurship (Center) had an active spring semester. The Center partnered with the Business Division to hold the Friday Food Fashion Festival (F4) at the Spanish Wall Baseball Field. The event was attended by hundreds of patrons who spent thousands of dollars with over twenty student businesses. Some F4 businesses, such as Tehka, a Kosraen hot sauce company, even received bulk orders from local restaurants.

The Center also invested in the Techno student club on Pohnpei Campus to build several massive Bluetooth Speaker setups, which sold almost before the event began. The success of the F4 has given all those involved motivation to make the event even bigger and better next year, by expanding it to include other local entrepreneurs as well. Hydroponics of the Pacific (HOP), a business within the Center’s incubator

program, received a \$5,000 grant from Global Greengrants to build hydroponics prototypes throughout Pohnpei and the outer islands. There are already plans for three different prototypes at a local home, a local market, and an outer atoll.

The Center also hosted Roundtables with the International Office for Migration to brainstorm solutions to problems with emergency response and a Roundtable with Bill and Nigel Jaynes to discuss management of a radio station (the Center hopes to restart the College radio station for the fall semester).

The Center also worked with the Scuba Sharks student club to go on several dives and to start a sponge farm for fundraising efforts.

Other activities still in infancy include a public speaking workshop and a music club.

## 189 potential COM-FSM program completers, end-of-spring 2017, advance to candidacy

College to hold its 65th Commencement Exercises, May 11, 2017



**National Campus.** The Office of Admissions, Records and Retention (OARR) reported that there are 189 potential program completers, end-of-spring 2017, are advanced to candidacy. Of these 189 candidates for spring 2017 graduation: 118 (National Campus), 47 (Pohnpei Campus), 19 (Chuuk Campus), three (Kosrae Campus), and two (Yap Campus). National Campus and the Career and Technical Education Center-Pohnpei will hold their 65th Commencement Exercises on May 11, 2017, at 9:00 AM, in the FSM-China Friendship Sports Center, the college’s registrar added.

According to the college’s registrar, “Our office received a communication from the University of Guam’s (UOG) School of Education informing that nine students will be graduated with a baccalaureate degree in elementary education under the UOG and the college’s bachelor of arts partnership program.” Nine graduates of the baccalaureate degree in nursing from the University of Maine at Fort Kent (UMFK) will also be joining this year’s commencement exercises, he further added.

## College early registered 252 students for summer 2017

**National Campus.** Last March 20-24, 2017, the college early registered 252 students for summer 2017 classes. Table below shows the distribution by campus:

**Table 4.o.** Summer 2017 early registration in head counts, registered credits, and full-time equivalent (FTE) by campus.

Campus	Head Counts	Registered Credits	FTEs
National	154	879	146.50
Pohnpei	49	231	38.50
Chuuk	17	87	14.50
Kosrae	13	52	8.67
Yap	19	97	16.17
<b>Total</b>	<b>252</b>	<b>1,346</b>	<b>224.33</b>

According to the college’s registrar, “Regular registration for summer 2017 is scheduled on May 25-26, 2017, and the first day of instruction on May 29, 2017.”

## Counseling Services: Transfer and resume writing workshops

**National Campus.** A transfer workshop was conducted on February 24, 2017. 13 students participated in the workshop. The purpose of the workshop was to help students learn how to use the EducationUSA College Board Filter and to help students to apply for colleges and universities online. As a result, the students created accounts online with universities and colleges they selected and submitted applications online.

60-minute resume writing workshop was conducted on April 5, 2017. The purpose of the workshop is to help students write a resume that will help prepare them for employment success. One instructor had his students attend the workshop to write a reflection paper on it for extra credit. Only fourteen students attended the workshop.

“If the wind will not serve, take to the oars”  
~Latin Proverb

College of Micronesia-FSM



**Student Success** is our focus!

### Student Life: Events and Activities, March to April 2017

Student engagement, including extracurricular activities, has a positive impact on student academic performance.



### Founding Day Celebration

The college celebrated the 24<sup>th</sup> anniversary of its founding on March 30, 2017 at the Pohnpei State Track and Field. Floats, sporting events, and cultural performances were prepared by the student organizations from the four Micronesian states. The event kicked off with a parade of floats from the Spanish Wall in Kolonia to the Pohnpei State Track and Field where they were greeted by staff, faculty, students and the community.

Acting President Karen Simion gave the welcoming remarks and thanked all the individuals who made the activity possible. In attendance were dignitaries, government officials, college Regent Kasio Mida, and Post Master Genreral Ginger Mida. Track and Field event was held during the morning activities where Pohnpei Student Organization (PSO) won 1st place, while Chuu Chok placed second and Pohnpei Campus, third. According to the college’s director of student life, “The event also include competition of floats with seven participating team. Kosrae Student Organization (KSO) won the first place, Yap Student Organization (YSO), second placement, Chuu Chok Organization, third place, Pohnpei Student Organization (PSO), fourth place, PingMwoak, fifth place, Pohnpei Campus, 6th place, and Nukap, seventh place.”

## Director of student life participated in the NASPA annual conference

**National Campus.** While in attendance at the NASPA Annual Conference, the director of student life was able to participate in a number of pre-conference workshops, educational sessions, and speaker presentations. These events not only provided her with the opportunity to acquire further knowledge regarding a variety of topics, but also allowed her the opportunity to network with other professionals in the field, to share common experience, and to swap ideas and strategies. The workshop and sessions that she attended covered the following topics:

- Working with students with autism
- Alcohol policies, procedures & initiatives to prevent and control campus drinking
- Events, collaborations & strategies to reduce college drinking
- Supporting student veterans
- Title IX questions & answers with current coordinators
- Creating a culture of respect on campus to prevent sexual harassment
- Supporting survivors of sexual assault – the do's and do not's
- Student trainings & workshops to increase knowledge of & prevent sexual harassment
- Building a financial wellness initiative on campus & increasing student financial literacy
- Empowering female students to be successful
- Balancing personal life & work life
- New professionals symposium

Through my participation in this conference, the director of student life was able to acquire a wealth of knowledge and ideas, which she hopes to work towards implementing and utilizing in the future. According to her, "I was also able to gain a number of contacts with other professionals in the field, many of who were able to and still are offering me valuable insight and ideas. I hope to continue fostering these relationships and building upon my ideas and knowledge, in order to further develop the Student Life office, its programming, and its services at all of our campuses."



College of Micronesia-FSM

## Lecture FORUM Series

**March 13, 2017.** COM-FSM students and alumni who traveled to Japan through the JENESYS Program presented on their experiences. They informed attendees of the events they participated in, and what they can do themselves, to get involved in the future.

**March 17, 2017.** Micronesian poet, Emelihter Kihleng, came to speak about her journey to becoming a widely published poet. She also shared some of her work with students, providing tips and suggestions for aspiring writer.

**March 27, 2017.** COM-FSM student and GCASAFV participant, Hiromi Taulung, presented about her trip to Saipan, where she participated in a conference to raise awareness around sexual assault and family violence. She informed attendees of the various workshops and discussions she participated in, and gave a short overview of what sexual assault and family violence is, the statistics surrounding it and the need to prevent it.

**April 3, 2017.** Dr. Mauricio presented about his recent book, which highlights the history of Pohnpei. He provided attendees with a timeline and in-depth look at some of the most important events to occur on island.

**April 21, 2017.** Bruce Best will be coming to speak with students about TeleHealth; what is it, how it works, and the benefits of it, as well as career possibilities within the field.

**April 24, 2017.** John Haglegam will be coming to present on Nationalism & Sovereignty within Pohnpei and the FSM.

**May 1, 2017.** The Chief of Security and our SBA Officers will be going together to present on Title IX and sexual assault awareness, including bystander intervention. This will be the final Forum Lecture for the semester, where we will also draw a winner for the iPad raffle.

## Student Life ..... continued from page 2.

### Audrie & Daisy Film Showing (SAAM)

On April 10, 2017, Student Life and the Student Body Association, in collaboration with the Australian Embassy and the Guam Coalition Against Sexual Assault and Family Violence (GCASAFV), organized a film showing entitled "Audrie & Dasy." The activity is aimed at increasing the student's knowledge and awareness about sexual assault, and the impact it can have on individuals involved and the community they live in. According to the director of student life, "130 students from the National Campus and CTEC-Pohnpei participated in the activity which also included group discussions and presentations. The event received an average rating of 9.5 (out of 10) based on a survey administered."



### Student Body Association (SBA) & Student Body Organization (SBO) hold retreat

On April 12, 2017, Student Life organized a retreat for the college's Student Body Association (SBA) and Student Body Organizations (SBO). The retreat is aimed at promoting and encouraging dialogue and collaboration among SBA and recognized student club officers. According to the director of student life, "The retreat also aimed at developing student leadership, communication and teamwork skills, including identifying strategies to encourage more student participation. 20 student participated in the retreat." The event received an average rating of 10 (out of 10) based on a survey administered."



### Resident Student Organization (RHO) retreat

To build a sense of community among students who reside in the college's residence halls, encourage open dialogue and collaboration between resident students and staff, develop student leadership, teamwork, and communication skills, and provide an outing for the Spring break and celebrate the Easter Holiday, a retreat for residence hall students was organized last April 15, 2017.





Department for  
INSTRUCTIONAL AFFAIRS

VPIA Karen Simion

## College to update articulation with UOG; renew GenEd agreement with UH-Hilo

CCP/Chaminade University requested meeting to renew articulation agreement



Vice President for Instructional Affairs (VPIA) is working with the University of Guam (UOG) to update the articulation agreement, which includes general education courses, the third year education courses, and the third year business courses. VPIA is also working with the University of Hawaii at Hilo (UH Hilo) to renew the general education articulation agreement and establish 2+2 or 2+3 pathways. The 2+2 pathways work for most degrees and the first will be for business management. The 2+3 pathways will be those degrees in the STEM areas with Marine Science being the first for

consideration. COM-FSM will need to reconsider content in the foundation sciences for a shorter pathway in the future.

Caroline College and Pastoral Institute (CCPI)/Chaminade University has requested a meeting to renew the articulation of COM-FSM courses to Chaminade University. This will aid students especially at Chuuk Campus who wish to transfer to the programs offered by Chaminade University through the CCPI campus.

## Food and Fashion Friday Festival (F4)



Food and Fashion Friday Festival (F4) sponsored by the Business Division and the Entrepreneurship Center in collaboration with Pohnpei Campus CTE program, Hospitality and Tourism Management, and the Agriculture Student Club held their end of semester event on April 7, at the Spanish Wall from 5:00 pm – 8:00 pm. Food & Fashion Friday Festival is a collaborative project that the division faculty uses as a tool to assess selected A.S. Business Administration program and course student learning outcomes. Students involved, who are taking basic courses in Management, Marketing, and Finance, began their preparations as early as the second week of January 2017. They put together business plans, marketing

plans, and cash flow projections. They also drafted their partnership agreement and articles of incorporation. These preparations culminated in a one-day actual sale event at Spanish Wall during which the students had the opportunity to showcase their knowledge and skills in the different functional areas of business. The Career and Technical Education use this as an opportunity to market products they have made such as Bluetooth sound systems, furniture, BBQ grills, and steel hoes for digging taro. Agriculture students sold tomato, bell pepper and cucumber seedlings produced on the farm. Each of these programs has a small business development course as well to help

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Department for  
INSTITUTIONAL EFFECTIVENESS & QUALITY  
ASSURANCE

VPIEQA Frankie Harriss

## IEQA related reports will be presented separately under new business:

1. Strategic Planning Working Group Vision Statement Report
2. Mission Fulfillment Indicators
3. Institution-Set Standards



## Faculty professional development day 2017

Faculty professional development day 2017 focused on “Culturally Relevant Practices in Math and Writing”. This is in line with the action improvement plan for Standard II.A.2, the Quality Focus Essay student success, student retention and pathways to graduation plans, and the 2017 performance budget outcome. Chuuk Campus held their workshops on March 24, and National and Pohnpei Campus on April 11. Yap/FMI campuses focused on making assessment useful and interactive teaching on April 11. Kosrae focused on navigating TracDat and uploading assessment data during the Easter break. Improving assessment addresses action improvement plans for Standards I.B.4 and II.A.12. Learning outcomes, attendance and workshop evaluations are stored in the VPIA file on TracDat for assessment evidence.

## Donations from Japan International Cooperative System

The Health Sciences program has received a total of four training mannequins and other equipment from the Japanese International Cooperative System [JICS]. These included a male and female bathing /personal care training mannequins, male and female physical examination mannequins, Doppler machine, teaching models of the upper and lower extremities, teaching model of a heart, and pregnancy model. The Agriculture and Natural Resources Management program received to commercial grade meat cutters and one vacuum packing machine to complete the food processing lab.

## 11<sup>th</sup> Annual COM-FSM Japanese Speech Contest

The 11<sup>th</sup> Annual COM-FSM Japanese Speech Contest was held on April 7<sup>th</sup>, 2017. Eight students presented speeches in Japanese on the topic “My Future”. The students are Shruë Palsis, Maridell Edwin, Mitchell Nakasone, Meagan Jonathan, Jelory Hagilmai, Wyni Heine, Luke Carlos, and Patricia Paul. The speeches were videotaped and uploaded to a limited audience Youtube. Judges residing in Japan will view the speeches and rate each one. The winner will be announced on April 19, by the ambassador of Japan. The winner receives a one-week trip to Japan, and 2<sup>nd</sup> and third place win iPad minis. The trip is hosted and sponsored by the Tokyo Roppongi Rotary Club. Ambassador Horie will host a dinner for the speech participants and students from the Micro-Japan Club on the evening of April 19<sup>th</sup> to celebrate the winners.



College of Micronesia-FSM  
**State Campuses, and FSM  
 Fisheries and Maritime Institute**

**Career and Technical Education Center**

- ▶ Cisco Networking Academy awarded and presented to College of Micronesia-FSM Pohnpei Campus a certificate of recognition and appreciation for 10 years of active participation and service in the Cisco Networking Academy program. It was awarded since 2015 in which 10 years (2005) prior marked the commencement of our local Cisco Networking Academy at COM-FSM Pohnpei Campus. From fall 2006 to the present day, 165 students have acquired their certificates of completion by successfully completing the requirements of the Cisco IT Essentials course.
- ▶ RAC Training (1<sup>st</sup> Hydrocarbon Training) Through the partnership with FSM OEEM, the RAC instructor has successfully conducted and delivered a series of training on the use of hydrocarbon on AC units. The first training was conducted in Pohnpei on December 5-7 with 29 participants, the second training was conducted in Kosrae on January 3-5 with 12 participants, and the third training was conducted in Republic of the Marshall Islands (Majuro) on January 23-25 with 15 participants. Refer to the attached RAC training reports for more information.
- ▶ On December 6-9, instructor Edgar completed the Light Brigade Fiber 1-2-3 training in Chattanooga Tennessee (USA), which enabled instructor Edgar to extend his ETA-FOI certification for another 4-year term. Certification will be expired on January 5, 2021.
- ▶ **2017 CTE EXHIBIT.** All the high schools on the island participated in the event this year. President Daisy and VPIA Simion participated and both were very impressed by the work of the students showcasing their student learning outcomes. Student presenters were also very pleased when they were observed and questioned by President Daisy. The showcases brought out the authenticity of the student learning outcomes (SLOs), as President Daisy said to the student presenters, "You can not fake this". Thank you to everyone who helped out.

**Kosrae Campus**

- ▶ Students, staff, and faculty at Kosrae Campus took part in the state's annual Cultural Day festivities. Kosrae Campus came in fifth place in the float competitions with a monetary award of \$ 500.00. An additional \$150.00 was also collected from sales of marine and agricultural products.
- ▶ Other activities included a silent auction which raised \$300+ and a Lucky Raffle Draw during Founding Day Celebration that raised close to \$4,000.
- ▶ Kosrae Campus held its' annual Academic Quiz Bee on April 5, 2017. Five teams consisting of 3 students each competed in the Quiz Bee. Math faculty Sharon Oviedo and education faculty Rosalinda Bueno have organized and conducted the annual Academic Quiz Bee with the assistance from the Campus Events Committee and SBA.



**F4** ..... continued from page 4.

students who want to create their own business. The Hospitality and Tourism Management students use this event as a means to demonstrate skills in food preparation and customer service.

**CRE Updates: Research activities**

Yap	Climate-Smart Agriculture to enhance food security in FSM	Developed climate-friendly, low-cost food production systems including urban vegetable production systems. Scale-up in 5 community settlements.
	Role of biochar in improving the fertility of volcanic red soils	Makes soil carbon-rich and suitable for food production.
Chuuk	Assessing Cassava Varieties	9 cultivars characterized and potential high yielding cultivars identified.
	Chuuk Local Taro	To collect local taro cultivars for agronomic and morphological characterization; determine yields; and compare corm pre-treatment methods prior to storage
Pohnpei	Cassava	Completed harvest of nine varieties and now planning to compare these varieties in different soil conditions
	Soils Project	2 soil publications Nat Tuivavalagi, Pohnpei researcher contributed to the preparation and editing of the 2 publications
Kosrae	Black Pepper micro propagation for elite seedling production	Development of a high efficiency in vitro multiplication method for the mass production of elite, diseases-free seedlings, and the acclimatization of hundreds of tissue-culture raised plants.
	Pineapple micro propagation and commercial cultivation to enhance productivity in Micronesia	Development of a high efficiency micro propagation method for mass production of elite, diseases-free seedlings, and acclimatization of hundreds of tissue-culture raised plants of selected pineapple varieties through appropriate nursery management systems.
	In vitro selection and ex vitro evaluation for salt tolerance in cassava; in vitro selection for salt tolerance in sweet potato and taro	Optimization of media and other culture for cassava started. The developed salt tolerant varieties of sweet potato and taro performed very well at coastal sites where salt spray due to high wave surges is very frequent.

Extension services in each state continue to provide community trainings and technical assistance in the areas of water for life, climate adaptive agriculture response, community outreach, aquaculture, childhood obesity, families, youths and communities, global food security and hunaer. and EFNEP activities.





Department for ADMINISTRATIVE SERVICES

VPAS Joseph Habuchmai

## Updates: VP for Administrative Services

The Office of VPAS negotiated a lease agreement with Moylan's Insurance in Kolonia for the college to rent the former Bank of Hawaii building to relocate the staff and students of the Talent Search and Upward Bound programs to move to because the building is hazardous due to structural problems.

VPAS joined the FSM Overseas Development Assistance (ODA) meeting at the FSM National Government and learned that the college can write for proposals for the ODA funds by partnership with the various departments with regards to the priorities identified by the FSM. FSM Priorities include, Food and Water Security, Human Resources Development for Health and Education, Diagnostic Facility for FSM, Enhancing Energy Security through Promotion of a Green Economy for FSM, Supporting Entrepreneurs Development Program, and Infrastructure Development Projects (IDP) 2016-2025.

The COM-FSM 2016 Audit is still in progress and it is expected to be completed before June 30, 2017.



### Number of college employees

Retention Rate vs. Attrition Rate, February 15 to April 12, 2017

Campus	Retention Rate	Attrition Rate
National	173	4
Pohnpei	82	1
Chuuk	47	1
Kosrae	36	0
Yap	38	0
FSM FMI	22	0
<b>Total</b>	<b>398 or 98.5%</b>	<b>6 or 1.5%</b>

The number of employees above reflects employees who are on board before and by April 12, 2017. There are employees who have been hired and will start on dates after April 12, 2017.

### Citizenship of current full-time personnel

Citizenship	National	Pohnpei	Chuuk	Kosrae	Yap	FMI	Total
FSM	129	66	40	30	32	20	317
Philippines	18	9	3	4	4		38
United States	15	4	4				23
India				1	1		2
Sri Lanka	3						3
Canada	1						1
Kiribati	1	1					2
Fiji	1					1	2
Saipan					1		1
Nauru				1			1
Palau	2						2
Marshall		1					1
Japan	1						1
Romania	1						1
Austria	1						1
Samoa		1					1
<b>Total</b>	<b>173</b>	<b>82</b>	<b>47</b>	<b>36</b>	<b>38</b>	<b>21</b>	<b>397</b>

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## Updates ..... continued from page 5.

### Chuuk Campus

- ▶ There are 28 classroom teachers from the Chuuk State DOE enrolled at your Chuuk Campus this semester in two courses: 18 are enrolled in ED 213-Multi-Grade Classroom Teaching, and 10 enrolled in ED 210-Intro to Professional Teaching. Their tuition, fees, and supplies are all to be paid for by the State DOE.
- ▶ Faculty had workshops that included presentation and discussion of 'Best Practices' under ACCJC Five Benchmarks on Student Success. This is an on-going training for faculty to enhance and improve certain aspects of instructional delivery, student and teacher collaboration and interactions, assessment and evaluation, and related areas of instructions. Out of the 5 benchmarks, "Active and Collaborative Learning" and "Student Effort" are the two that have recently been reviewed and intensely discussed.
- ▶ Students, faculty and staffs celebrated COM-FSM Founding Day on March 30<sup>th</sup>, and Cultural Day on March 31<sup>th</sup>. Although the Cultural Day was a holiday, many staff and faculty members joined the students celebrate their cultures with activities including building local hut, preparing food using traditional methods, chants, speeches, songs and dances.

### Yap Campus & FSM Fisheries and Maritime Institute (FSM FMI)

- ▶ Founding Day Celebration was held on March 30<sup>th</sup> with a parade around the lagoon in town followed by games at the FMI Campus. The procession was led by 7 FMI cadets with colors/flags of the FSM, Kosrae, Pohnpei, Chuuk, Yap, COM-FSM, and FMI followed by a float with students in varying traditional attire of the FSM States. Theme for the celebration was *Unity through Culture & Sports*. Drawing for the 50/50 Raffle was part of the celebration at FMI with winners broadcasted live by V6AI radio station. Prizes given were: \$2,500 Grand Prize, \$1,000 – 1<sup>st</sup>, \$700 – 2<sup>nd</sup>, \$500 – 3<sup>rd</sup>, \$200 – 4<sup>th</sup>, and \$100 – 5<sup>th</sup>. There were also 5 consolation prizes consisting of items with college logo and garden tools made by the FMI Welding class.
- ▶ College Fair activities were held April 5<sup>th</sup> at FMI and 6<sup>th</sup> at Yap Campus. FMI faculty members and cadets showcased their programs and demonstrated what they do best in Navigation (Bridge Simulator), Marine Engineering (outboard motors, engines, and welding), and Fishing Technology (rope tying & fishing gear making & mending). Several agencies, such as EPA, Micronesia Red Cross, Workforce Enrichment Program, Public Health Div., Marine Resources, Airport Rescue Fire Fighting (ARFF), and Yap Campus CRE and Student Services. Participants included some community members and community school students. The Fair at Yap Campus had 277 participants, including staff from many agencies, who partnered with our staff to share information about the various COM-FSM programs and their respective types of careers. Our staff partnered with Bank of FSM, Bank of Guam, Ayuw Community Services, and Office of Public Auditor to disseminate information about our business administration program. A total of 28 agencies participated as this was an excellent opportunity to share information with all our participants, especially our students and the students from YHS, YCHS, CMS, YSDA, St. Mary's, and several ECE centers. Tour guides included students from Dr. Wigfall's EN/CO 205 class as an assignment to apply what they have learned by demonstrating *social ease, proxemics, kinesics, and linguistic sensitivity*. They excelled, had fun engaging with the many participants while offering an important "public service." Raffle prizes (vegetables, flower plants, garden tools, etc.) were given to students and agencies staff as appreciation for their participation. Bags and selfie sticks were donated by FSM PC as prizes.
- ▶ Shipboard training for 26 second year cadets on MV Navigator took place in March. Thanks to FSM TC&I for their assistance and support in accommodating our cadets on board the ship. The training was an excellent opportunity for our cadets to experience first-hand work as a seaman.
- ▶ All program course outlines have been completed and approved with assistance from VPIA Simion and DAP Dion. Course outlines will be delivered to TC & I and posted on the college website under Academics.
- ▶ Daishin Fishing Company will be at FMI April 11<sup>th</sup> to recruit graduating cadets for their company in Japan. NORMA and another organization will also be coming to FMI in May to also recruit our graduating cadets.

## Facilities and Maintenance

### Capital projects

Design contract agreement is in routing process at the National Government Offices and is expected to complete by the week of April 10, 2017. Attached is the design task timetable for reference.

### Building Maintenance

The building at Pohnpei Campus currently occupied by the TRIO program namely, TSP and UB has been reassessed and determined to be hazardous. This building is one of those proposed for demolition at Pohnpei Campus. The President has approved relocation of the programs occupying the building are being proposed to relocate to the former Bank of Hawaii and current Moylan's Insurance Office is located. Lease agreement for the building is being reviewed along with improvements needed.

Pohnpei Campus SBDC building drainage ditch and retaining wall work has been completed. This project allows the toilet facility recently completed to be opened and improve storm drainage to avoid flooding of the ground floor CRE offices.



### Shuttle Service

Revenues from the Intercampus Shuttle System was able to finance a replacement shuttle bus that has arrived to replace unit number #4 that has been grounded for repair. When Unit #4 is repaired it will be reserved for and standby unit such time that it is determined to surveyed. Currently the shuttle service transports more than 300 students per day and generates more than \$12,000.00 during regular semesters.

### Sea Transportation

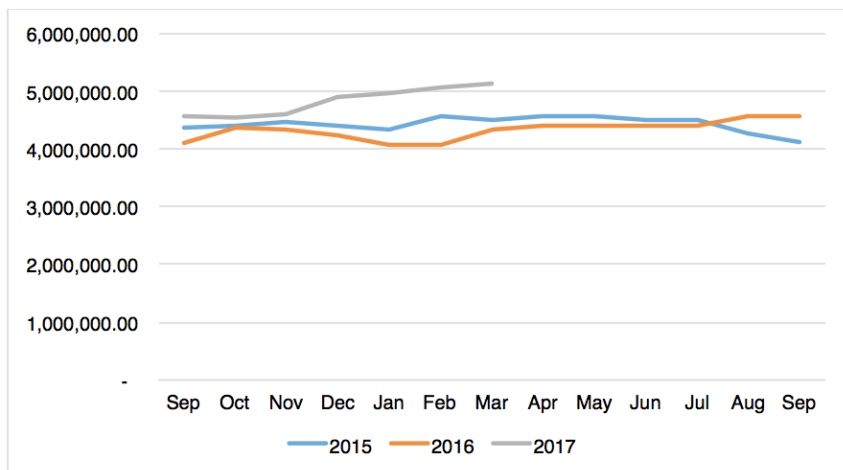
The Snapper boat transferred from FSM-FMI now awaits for Tachometer/Engine Temperature and oil pressure gauge to be mobilized. The acquisition of the 33 foot with twin 115 HP engines is intended to support and improve safety in sea transportation field trips. The Marine Science, Scuba and other research programs currently utilize a 22 foot with 40 HP engine that sometimes can become inadequate and unsafe for field trips.

### Energy conservation and reduction program

Message has been received by suppliers from China that the shipment of LED light has left China on April 5, 2017. It is anticipated to arrive late May of early June. Following the arrival of the LED lights installation of the lights will commence at the National and Pohnpei Campus. The second purchase of LED lights will be shipped directly to Kosrae, Chuuk and Yap.

This investment in this project is forecast to reduce more than \$60,000.00 annually in utility cost system wide. The direct purchase of LED lights from China has lead to a saving of approximately \$35,310.00 compared to purchasing from local and regional suppliers.

### Business Office: Endowment Fund Investment, as of March 31, 2017



The market value of endowment fund has increased by \$560k or 11% due to unrealized gain of \$360K or 8% and additional investment of \$200K since September 2016.

**Updates: HRO** ..... continued from page 6.

### Gender distribution of current full-time personnel

Campus	Male	% of n	Female	% of n	Total
National	94	54%	79	46%	173
Pohnpei	50	61%	32	39%	82
Chuuk	28	60%	19	40%	47
Kosrae	25	69%	11	31%	36
Yap	21	55%	17	45%	38
FMI	15	71%	6	29%	21
Total #	233	59%	164	41%	397

### Recruitment data for October 1, 2016, to April 12, 2017

While hiring continues for FY 2017, the college has filled 20 positions thus far and the table below provides the breakdown of the position types, FSM citizens vs. others.

Campus	Management	Instructor	Professional	Classified	FSM Citizen	Non-FSM	Total
National	2	3	1	7	12	1	13
Pohnpei		1		1	1	1	2
Chuuk			1	1	2		2
Kosrae	1				1		1
Yap			1		1		1
FMI		1				1	1
Total	3	5	3	9	17	3	20

- ▶ Three (3) of the 20 individuals hired to date will start later this year between May to August.
- ▶ One (1) of the 20 recent hires is a previous employee who reapplied after departure and is coming back to work in the same area.
- ▶ There are job offers pending confirmation of acceptance, as well there are others pending review/decision on hire recommendations.

### Enrichment initiatives

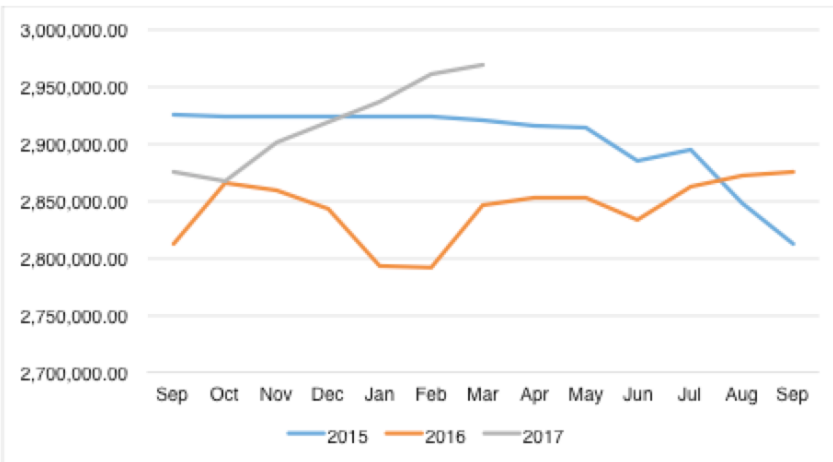
- ▶ **February 10, 2017**, presentation by Moylan's Insurance on their new product, "Lump Sum Cancer Plan" at MITC. The presentation was also held at COM-FSM/Pohnpei Campus during their all-campus meeting.
- ▶ **March 3, 2017**, presentation by ASC on the retirement plan at MITC. The presentation was held at Pohnpei Campus during the same month.
- ▶ **April 5-6, 2017**, training with consultant at the National Campus on HR Module, 3 HR staff attended.

### Policy development

The Human Resources Committee has reviewed a number of proposed changes to existing policies and the table below provides the update status.

Proposed changes to Policies by HRO/Others	Reviewed by HRC	Pending with Faculty/Staff Senate for review/input
Board Policy No. 6009 Compensation	✓	✓
Board Policy No. 6016 Incentive Program	✓	✓
Board Policy No. 6017 Performance Evaluation	✓	This policy may be presented at this meeting for review and action by the Board.
Board Policy No. 6014 Institutional Benefits	✓	
Board Policy No. 6001 Purpose and Scope	✓	✓
Board Policy No. 6018 Termination	✓	✓
Board Policy No. 6023 Outside Employment	✓	✓
Board Policy No. 6032 CSFWCPP	✓	✓
Board Policy No. 6021 Grievance	✓	✓

### Cash reserved, as of March 31, 2017

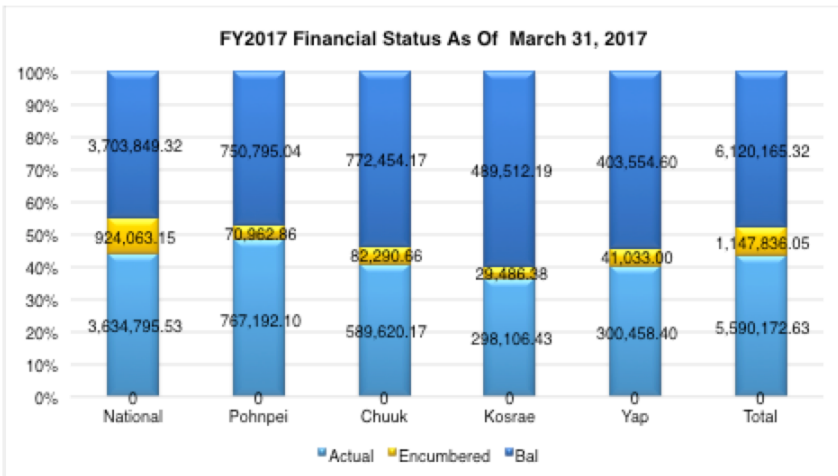


- ▶ The market value of the cash reserved fund increased by \$93K or 3% since September 2016.
- ▶ As of March 31, 2017, the \$2,023,676.56 cash reserved was already withdrawn and will be allocated based on the agreed strategic allocation by the Board of Regents.

### Audit status of preliminary financial statement for FY 2016

Completion of two weeks fieldwork without material findings noted by the auditor.

### Budget balance, as of March 31, 2017



### Business Office operation

- ▶ Automation of cash receipts, billing invoices and payslips (check-stubs)
- ▶ Training and implementation of bank-online transactions
- ▶ Staff development and upgrade of accounting system used (Abila)
- ▶ Continuing education of three Business Office staff

### COM-FSM 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.

College of Micronesia-FSM is accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, 10 Commercial Bldv., Suite 204, Novato, CA 94949, (415) 506-0234, an institutional accrediting body recognized by the Council for Higher Education Accreditation and the U.S. Department of Education.

### Updates: Procurement Office

#### Abila-MIP System

- ▶ 2,280 Purchase Orders and 808 Receiving Reports processed using the Procurement Module of the Abila-MIP Accounting System for the current fiscal year (as of Apr. 4, 2017).
- ▶ The Procurement and Property Management Office will be looking into the possibility of replacing the Procurement Module of Abila-MIP system with Microix. Microix can handle electronic requisitions (both network and web-based), purchase order processing, real-time budget monitoring, and inventory management. These features are not available in the Abila-MIP system which is being used by COM-FSM. Web-based electronic requisitions would make processing of procurement transactions for the state campuses easier and faster using the Micro is system.

#### Purchase Order Tracking

- ▶ The P.O. log is continuously updated in order to keep track of the status of all purchases of the college in order to provide real-time status of purchase orders.

#### Procurement policies and guidelines

- ▶ Proposed updates on the existing policy has been approved by the Executive Committee and is ready for forwarding to the Board of Regents for approval.
- ▶ Further consultations with Department Chairs on the proposed updates on Procurement Administrative Procedure No. 5301 will be conducted to solicit comments/suggestions.
- ▶ Proposed updates on the Vehicle Policy of the college has been sent out to the M-Team and the HR Committee for comments/suggestions.

