Vice President for Institutional Effectiveness and Quality Assurance (VPIEQA)/Accreditation Liaison Officer (ALO)

Accreditation

Accreditation Standard IV.B.1.i: The governing board is informed about and involved in the accreditation process.

- The college transmitted its ACCJC Annual Report and Annual Fiscal Report by the 31 March 2014 deadline.
- The Substantive Change Proposals for *Mission Change* and *Extension of the Third Year Certificate in Teacher Preparation to the State Campuses* were transmitted to the Commission Substantive Change Committee on 08 APRIL 2014, with a few changes as per Commission staff recommendations. After initial Commission staff review, we were informed the substantive change for mission may not be necessary, as, "The new mission statement seems to address Standard I.A: Target population, purpose and commitment to student success in the same way as the former statement" (Susan Clifford, ACCJC Vice President of Commission Operations, March 25, 2014). In the event a mission substantive change review was necessary, the ALO submitted a full proposal anyway. The proposals were reviewed by the Commission Committee on 8 May 2014, and the college received a memo 19 May 2014 noting the committee *acted to approve the request*. Commission staff confirmed the committee did not deem a substantive change necessary for the mission statement and confirmed the revised mission could be implemented.
- In the spirit of our strategic direction to *Invest in and build a strong capacity in human capital*, the ALO will only play a very minor role in generating the *Supplemental Report*. The ALO is ideally only to, "facilitate timely reports to the Commission" not to write college reports, single-handedly; especially when reports are addressing deficiencies that are not in her area of expertise (ACCJC, 2013. Policy on the Role of Accreditation Liaison Officers, p. 111). Instead, VPAS worked as the lead, with consultant David Adams of Sandy Pond Associates, to complete the *Supplemental Report* due by 15 MAY 2014, to offer updates since the [Follow-Up Report](). The ALO merely provided the template for the report, assisted with final editing and fact checking, established electronic evidence links, printed, and mailed the report.
- The ALO generated and submitted COM-FSM's section of the June 2014 PPEC report for the June 2014 Commission meetings.
- The ALO/VPIEQA was accepted to the [HERS Institute]() (Higher Education Resource Services) as funded by the COM-LG $75K award to COM-FSM through the [Accreditation Funding Proposal](). "*HERS is dedicated to creating and sustaining a community of women leaders through leadership development programs and other strategies with a special focus on gender equity within the broader commitment to achieving equality and excellence in higher education*" ([HERS](), 2014). COM-LG has, through the additional $85K proposal, also agreed to fund another individual from COM-FSM to attend, upon acceptance, in summer 2015.
- On Chuuk Campus, 11-12 April, 2014, the ALO completed the college-wide Accreditation Gap Analysis training and faculty training focused on program continuous quality

improvements (moving beyond collecting assessment data to focusing on improvement impact). The next round of Accreditation Training will be conducted during the 6-7 August 2014 Summit, which is our Self Evaluation Report Kick Off. COM-FSM is proactively ensuring compliance with all Accreditation Standards in advance of our Self Evaluation Report and comprehensive team visit of spring 2016.

Information Technology Office

IEMP ITO Performance: Information Technology

Outcome	Strategies/Action Steps	Timeline	KPI Target FY 2014	Current Performance or Actual	Notes towards improving performance below targets
TP1: To deliver effective technology services to support college services	TP1.1 Maintenance and expansion of systems to accommodate and support mission critical technology functions.	Continuous	Bandwidth Improvements to meet higher needs of mission critical COM-FSM services	All Campuses continue usage of their internet services via ADSL, Single Mode Fiber optics and/or T1 technologies depending on location. Satellite uplinks via PACNET are also now incorporated into main campus links. The satallite links are small bandwidth wise, but may serve us well in an emergency communication avenue for the campus and island in case of a disaster. Upgrades to the SIS are underway to allow for better reporting to the expectations of the NCHM.	
TP2: Enhance physical infrastructure to support	TP2.3: Purchase technology refresh for computer labs	Continuous	Student networks and computer lab equipment	Purchase of student support technology in computer labs and in support of	

communication and information services	based on schedule, funds permitting, inclusive of all technology needs to match curriculum and associated technology needs.		refreshed based on 2 year cycle and functional to meet curriculum needs and technology standards.	networks for those labs continues on schedule.	

Institutional Research and Planning Office

Data and Information

- **AY2013-2014 Community College Survey of Student Engagement (CCSSE)**
  - o IRPO received CCSSE material from the University of Texas at Austin.
  - o IRPO conducted the AY2013-2014 CCSSE/CCFSSE survey at the COM-FSM national and state campuses. Activities were:
    - ▪ Training – Week 1 (Week of March 17, 2014)
      - • IRPO provided several trainings to the selected COM-FSM national and state campus employees. The trainings cover step by step guidelines and processes of administering the survey. All survey packets were disseminated to the selected members.
    - ▪ Survey administration – Week 2 (Week of March 24, 2014)
      - • The survey administration commenced on week two and completed the following week (Week of March 31, 2014). All surveys were administered and transferred back to the University of Texas at Austin. Reports will be published when available.
- **AY2013-2014 Community College Faculty Survey of Student Engagement (CCFSSE)**
  - o Initial notice was sent to selected faculty members regarding CCFSSE email notification and survey link to be sent from the University of Texas at Austin. Reports will be published when available.

- **AY2013-2014 Student Satisfaction with major**
  - o IRPO took the initial step in sending out a notice to the College community
    - ▪ Posted flyers all around campus and published news feed on College website.
    - ▪ Setup procedures and guidelines for students in filling out the survey.
    - ▪ Sent out emails to students with survey link.
  - o 1174 emails were sent. As a result, only 378 students (32% response rate) filled out and submitted the survey. Response rates per major varied. Survey reports are available at http://www.comfsm.fm/?q=student-satisfaction

- **Program cost per credit hour**
  - o IRPO requested and collected needed information for compiling the Program Cost data. Data has been generated and available on the IRPO website.

  Note: GAP - How to collect data from sources (Offices)? Need a procedure or process in collecting information. Improvement plan: IRPO requested Interim VPIA to provide needed information for data compilation semesterly.
- **Program Prioritization**

- Briefing on the Dickeson Model for the academic program prioritization to the prioritization working group.