

**College of Micronesia – FSM - Performance reporting form**

<b>Department/Division:</b>	<b>Pohnpei Campus</b>	<b>Period:</b>	<b>November 2012</b>
<b>FSM Strategic Development Plan Goal 4: to allow FSM student6s to complete postsecondary education to assist in the economic and social development for the FSM.</b>			
<b>Mission Statement</b> Historically diverse, uniquely Micronesian and globally connected, the College of Micronesia-FSM is a continuously improving and student centered institute of higher education. The college is committed to assisting in the development of the Federated States of Micronesia by providing academic, career and technical educational opportunities for student learning.			
<b>Values</b> Learner-centeredness, professional behavior, innovation, honesty and ethical behavior, commitment and hard work, teamwork and accountability			
<b>Strategic Goals</b> The College of Micronesia-FSM, through a cycle of assessment and review, will continuously improve to meet or exceed current accreditation standards and will: <ol style="list-style-type: none"><li>1. Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively;</li><li>2. Provide institutional support to foster student success and satisfaction;</li><li>3. Create an adequate, healthy and functional learning and working environment;</li><li>4. Foster effective communication;</li><li>5. Invest in sufficient, qualified, and effective human resources;</li><li>6. Ensure sufficient and well-managed fiscal resources that maintain financial stability;</li><li>7. Build a partnering and service network for community, workforce and economic development;</li><li>8. Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity; and</li><li>9. Provide for continuous improvement of programs, services and college environment.</li></ol>			
College web site: {HYPERLINK "http://www.comfsm.fm"} IRPO web site: {HYPERLINK "http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html"} For additional information contact: {HYPERLINK "mailto:rschplanning@comfsm.fm"}			

**Strategic goal 1:** Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively

Objectives	Activities/Progress	Comments/additional detail																																																				
<p>1A: Promote quality teaching and learning-centered behaviors and environments for the six campuses</p>	<p>1A1. AG 90, students were assigned to do research regarding different types of food hazard. It shows that 80% of the students were able to collect and analyze information and present it to class.</p> <p>1A2. Students in AG 88 continue propagating ornamentals and fruit trees at the garden and around the campus. They also constructed vegetable beds and practice sustainable agriculture (agriculture practice of using little or no fertilizer and rely mainly on compost or organic matter).</p> <p>1A3. Students in AG96, continue submitting daily reports of their experience at their designated work station.</p> <p>1A4. SC117 class completed the following experiments and assessments.</p> <ul style="list-style-type: none"> <li>• Water analyses at Kepirohi Falls, Nanpil River and tap water in Classroom 5. Findings showed that water at all of these locations is positive with coliform, thus unfit for drinking. Tests showed Kepirohi Falls as the most contaminated among the three places.</li> <li>• Risk assessment of tourist attractions on island and the students found that these places are unsafe for tourists due to lack of knowledgeable guides and warning signs.</li> <li>• Conducted environmental impact assessment exercises on proposed and implemented projects on island and students concluded that environmental</li> </ul>	<p>1A7.1. LRC Activities</p> <table border="0"> <tr><td>Patrons usage</td><td style="text-align: right;">5, 294</td></tr> <tr><td>New LRC Card</td><td style="text-align: right;">0</td></tr> <tr><td>Overdue Books</td><td style="text-align: right;">9</td></tr> <tr><td>Materials Circulated (all)</td><td style="text-align: right;">378</td></tr> <tr><td>Print Individual</td><td style="text-align: right;">231</td></tr> <tr><td>Canon Copies</td><td style="text-align: right;">15</td></tr> <tr><td>Fines Paid</td><td style="text-align: right;">0</td></tr> <tr><td>Reserves</td><td style="text-align: right;">0</td></tr> <tr><td>Clearance/ Withdrawal</td><td style="text-align: right;">1</td></tr> <tr><td>Books Cataloged</td><td style="text-align: right;">49</td></tr> <tr><td>Serial Processed</td><td style="text-align: right;">76</td></tr> <tr><td>New Accounts</td><td style="text-align: right;">8</td></tr> <tr><td>No. of Volumes Updated</td><td style="text-align: right;">6,329</td></tr> <tr><td>General CA Usage</td><td style="text-align: right;">854</td></tr> <tr><td>Visitor's CA Usage</td><td style="text-align: right;">0</td></tr> <tr><td>Technical Assistance CA</td><td style="text-align: right;">19</td></tr> <tr><td>Donated Periodicals</td><td style="text-align: right;">5</td></tr> <tr><td>Donated Books</td><td style="text-align: right;">29</td></tr> <tr><td>ILL Request</td><td style="text-align: right;">0</td></tr> <tr><td>Periodicals Received</td><td style="text-align: right;">22</td></tr> <tr><td>Books Received</td><td style="text-align: right;">17</td></tr> <tr><td>Acquisition Purchases</td><td style="text-align: right;">\$553.98</td></tr> <tr><td>Hours of Work Study</td><td style="text-align: right;">200</td></tr> <tr><td>No. of Work WS</td><td style="text-align: right;">2</td></tr> <tr><td>No. of Visitors</td><td style="text-align: right;">7</td></tr> <tr><td>Reference Encounter</td><td style="text-align: right;">5</td></tr> </table>	Patrons usage	5, 294	New LRC Card	0	Overdue Books	9	Materials Circulated (all)	378	Print Individual	231	Canon Copies	15	Fines Paid	0	Reserves	0	Clearance/ Withdrawal	1	Books Cataloged	49	Serial Processed	76	New Accounts	8	No. of Volumes Updated	6,329	General CA Usage	854	Visitor's CA Usage	0	Technical Assistance CA	19	Donated Periodicals	5	Donated Books	29	ILL Request	0	Periodicals Received	22	Books Received	17	Acquisition Purchases	\$553.98	Hours of Work Study	200	No. of Work WS	2	No. of Visitors	7	Reference Encounter	5
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	<p>issues are not fully considered in these projects.</p> <p>1A5. SC130 lab students conducted 12 experiments in physics and chemistry for the school term and are now adept in using measuring scales and in doing basic lab procedures.</p> <p>1A6. Through a joint effort of HTM, T&amp;T, and AFT divisions, request of needed instructional equipment has been submitted to the Dean’s office for consideration.</p> <p>1A7. Pohnpei Campus LRC updated shelving of the general collection and computer policy use poster in addition to providing routine services to the College community and the general public. Refer to corresponding column for details.</p> <p>1A8. For improvement of outcomes, HTM division has been conducting SLO assessments throughout the semester and summary of the results as of the reporting month are listed in the corresponding column.</p> <p>1A9. Five PC Agriculture apprentices continue with their training at CES on all aspect of the extension activities.</p>	<p>1A8.1. HTM SLO assessment summary.</p> <ul style="list-style-type: none"> <li>• HTM 110—assessment in progress.</li> <li>• HTM 120—100% of students passed quiz on SLO 1.</li> <li>• HTM165—between 60% and 80% of students demonstrated competency.</li> <li>• HTM 170—between 80% and 90% of the students demonstrated competency.</li> <li>• HTM 220—authentic assessment by dining at Riverside Restaurant.</li> <li>• CA100—86% demonstrated competency for SLO2.5.</li> <li>• CA100s—95% of students demonstrated competency for SLO7; 100% demonstrated competency for SLO5.</li> <li>• CA095—75% of students demonstrated competency for SLO.</li> <li>• BK095-- students have completed final project which consists of an Activity Report incorporating all the accounting steps of the accounting cycle. Of the 60% of those enrolled, they are at 70% proficiency level of passing with a “C” or better.</li> </ul>
1B: Make developmental courses an institutional priority	1B1. ACE Session II success rate as of this month is 33% for ACE English and 47% for ACE math.	
1C: Enhance faculty involvement in the college	1C1: Faculty continued to regularly attend standing committee meetings and shared information with others during division meetings.	

**Strategic goal 2:** Provide institutional support to foster student success and satisfaction

Objectives	Activities/Progress	Comments/additional detail
2A: Promote strategic enrollment management for the college	2A1. There are 55 potential graduates from Pohnpei Campus this semester; 27 COA, 26 AAS, 2 AS.	2A2. PC Student Services details: (1) FAO –

	<p>2A2. PC Student Services continues to serve its student community in a student-centered manner by delivering various services in records and admissions, financial, and counseling.</p> <ul style="list-style-type: none"> <li>• FAO conducted financial aid awareness to 34 ACE (Achieving College Excellence) students as a session for their Friday activities.</li> <li>• Counselor conducted 4-days of COMET pre-workshops. She presented on vocabulary and reading comprehension and invited English instructor, Stacy Tadlock to present on essay writing. Math instructors Stanley Etse and Cindy McCord presented the math section. Attendance included eighteen students for vocabulary, seventeen for reading comprehension, twenty – two for essay and seven for math.</li> <li>• Counselor and some students attended the college fair held at the National Campus sponsored by Education USA.</li> <li>• Tutors and Counselor continued to help students who come into the Learning Center and ACE Friday tutorials. November 30's the last day for ACE tutorial. With the semester coming to an end in just a couple of weeks, many students continue to make use of the computer lab to type essays and projects and do online research for assignments.</li> <li>• Counselor visited Gary Bloom's Technical Communication class and met with five students regarding their late warning grades.</li> </ul>	<p>assisted 207 students for financial aid and other related matters; submitted 162 students financial aid records; entered 120 FAFSA and renewals for both new and continuing students; 103 (52%) students have exhausted their work-study awards; Pell grant awarded 164 students and SEG awarded 47, additional 30% students. (2) OAR – received 40 withdrawals from both students and instructors; 56 students applied for 2012.3 graduation; 01 Re-Admission Application for 2013.1; 06 Change of Grade for 2012.1 being posted into the SIS; 02 Transcript Request; 03 Clearance; and Activated 663 students term 2013.1.</p> <p><u>Statistics:</u>  Early register 304, COMET 158, Participants EH 43, Counseled Violators 26, Expected Graduates 56, Gym Visits (male) 1,454 (female).</p>
<p>2B: Become more student-centered in the development of specific college system policies and procedures</p>	<p>2B1. ACE instructors recommend ACE courses to be offered for the duration of a semester rather than having two sessions in one semester. This will enable continuity and the ability for students to maintain focus resulting in increased success rate.</p> <p>2B2. ACE instructors recommend longitudinal studies on graduating ACE II students to target their GPAs via</p>	

	collaboration between the registrar and ACE instructors.	
2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value	<p>2C1. Seniors or potential graduates continue to meet with academic advisors for individual academic advisement for student success and retention.</p> <p>2C2. Workshops on resume writing and job interview are scheduled for CTE graduates for December 5 and 7 respectively.</p> <p>2C3. Alumnus, Sherwin Johnny, has been providing tutoring services to all electronic/telecom students.</p>	
2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious	<p>2DA. Diabetes Screening Day was held on November 14, 2012. 32 students had their blood screened including 5 staff. There were 16 students out of 34 students also came for diabetes and heart screening.</p> <p>2DB. There were 165 visits to the clinic this month. 36 male students came for contraceptive methods and others came for health information, education, blood pressure check, weight measurement for medical condition, and schoolwork.</p> <p>2DC. Results of tournaments:  --Girls Team: 1<sup>st</sup> Place  --Boys Team: 3<sup>rd</sup> Place</p>	

**Strategic goal 3:** Create an adequate, healthy and functional learning and working environment

Objectives	Activities/Progress	Comments/additional detail
3A: Provide for adequate facilities to support a learning community	<p>3A1. Recommendations were made by T&amp;T Division Chair to:</p> <ul style="list-style-type: none"> <li>• Convert T&amp;T Chair's office into a service repair shop for the electronic/telecom programs.</li> <li>• Utilize the concrete slab [former carpentry shop next to Land Grant building] as a working space for motor vehicle mechanic program.</li> </ul>	
3B: Provide for	3B1. Maintenance completed the replacement of roofing	

<p>maintenance and upkeep of grounds, facilities, and equipment</p>	<p>for Building F (classrooms #5, 6, &amp; 7).</p> <p>3B2. Maintenance, Custodian, and Security guards continued to perform ground maintenance and upper and lower campus areas, performed daily housekeeping in offices and classrooms, and periodic survey and maintenance of vehicles.</p>	<p>3B2.1. Shuttle buses are continuously ongoing between the two campuses. Transportation for SSC 117 is being provided as scheduled.</p> <p>3B2. 2. A drinking fountain is being installed by the Nahs.</p> <p>3B2. 3. Magnetic ballasts to the electronic ballast is being replaced in classrooms # 1-4.</p> <p>3B2.4. Patched up leaky roofing for Woodshop and Mechanic Shop.</p> <p>3B2.5. Replaced damage rear break shoe for the brown sedan.</p>
<p>3C: Provide for a safe, secure and effective college environment</p>	<p>3CA. Student Conduct Board Committee reviewed four alcohol related cases and violators are assigned to 2 hours of work detail.</p> <p>3CB. Provide 24 hours round the clock security and safety service for the whole campus with seven (7) security guards.</p>	<p>3C2.1. Citations as follows:</p> <ol style="list-style-type: none"> <li>1. Alcohol Violation .....5 cases</li> <li>2. Betel nut .....0</li> <li>3. Aggravate assault.....1</li> </ol>

**Strategic goal 4: Foster effective communication**

<b>Objectives</b>	<b>Activities/Progress</b>	<b>Comments/additional detail</b>
<p>4A: Enhance communications pathways</p>	<p>4A1. IT continued to provide evidence of meetings and other activities of the Campus by producing photographs of the activities in addition to providing IT routine services and maintenance such as troubleshooting hardware and software, installing software and antivirus program using AVG Admin Console 2012, and creating ID cards and e-mail accounts for faculty, staff, and students.</p> <p>4A2. IRPO Director Jimmy Hicks conducted assessment</p>	

	workshop on worksheets 1 & 2 to Pohnpei Campus key staff on November 6, 2012.	
4B: Provide communications infrastructure to support communication pathways		
4C: Enhance the college community's ability to communicate effectively	<p>4C1. Faculty and staff continue participation in standing committee meetings and accreditation work.</p> <p>4C2. Instructional divisions held monthly meetings at which individual updates and major highlights, and information on committee work were shared.</p> <p>4C3. Faculty had their monthly meeting at which highlights were shared and IC shared information on assessment worksheets, accreditation work checklist, and linking of divisional plans to the campus assessment plan.</p> <p>4C4. Student Services staff continues to participate in standing committee meetings and other various meetings related to student services and student health issues.</p> <p>4C5. Campus Secretary attended the following meetings: HR Reps meeting and Special management meeting on 11/01; Campus wide meeting on 11/15; Student Conduct Board meeting on 11/20; and Management Team meeting on 11/28.</p> <p>4C6. The College hosted a farewell luncheon for GU Education Specialist, Ms Amber Ham on 11/09 at Kaselehlie Diner and at the same time welcomed our new hires, Ms. Yulin Ditchen and Mr. Nixon Soswa.</p>	

**Strategic goal 5:** Invest in sufficient, qualified, and effective human resources

Objectives	Activities/Progress	Comments/additional detail
5A: Provide on-going	5A1. More than 60% of the PC Student Services staff	

<p>professional development of faculty and staff</p>	<p>received Certificate of Completion in Accreditation Basics on line. IT Specialist also received his certificate of completion.</p> <p>5A2. All CES Agents with collaborating agencies in agriculture sector attended a one day workshop training conducted by two COM-FSM CRE Researchers, Dr. Verma and Dr. Muru on Sustainable Agriculture Best Practices and Technologies.</p> <p>5A3. Two CRE Trainees at Nett Point Black Pear Nursery have reached professional level by producing high quality half-pearl and began to train other apprentices at Peniou.</p>	
<p>5B: Recruit and retain qualified personnel to allow delivery of quality services</p>	<p>5B1. ACE Site Coordinator highly recommended the hiring of one tutor designated for ACE to monitor the lab during students' one-hour self-based study from Monday through Thursday and also help SS with tutorial sessions on Friday.</p> <p>5B2. Status of Mechanic instructor position – hiring is pending transcript and foreign equivalence report.</p> <p>5B3. Supervisors completed annual review of six (6) instructors with upcoming employment anniversary.</p> <p>5B4. Tutors Chrtine Jung was recently hired to tutor English and paper work for Sherwin Johnny who is a graduate of our Electronics program are being enroute.</p> <p>5B5. CES Extension Agent and Maintenance Worker positions were both closed on 11/29 and are submitted to Ad hoc committee for reviewing process.</p> <p>5B6. Ad hoc committee for Library Technician completed their interview and submitted their recommendation to the President.</p>	



	5B7. HR Director had informed the Dean that both GU Director and Vocational Instructor will assume their duty in January 2013 however HRO still inquired additional documents from Vocational Instructor applicant before given the job.	
5C: Update personnel policies and procedures to meet on-going human resources needs	5C1. Three (3) staffs are new enrollee in the IAC program. A total of 54 faculty and staff re-enrolled and make changes especially in the supplemental plan. All forms were submitted on 11/14 to meet HRO deadline on 11/15.	

**Strategic goal 6:** Ensure sufficient and well-managed fiscal resources that maintain financial stability

Objectives	Activities/Progress	Comments/additional detail
6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness	<p>6A1. Strategies to improve cost effective methods in program/course offering will be explored and discussed during a retreat planned for the 17<sup>th</sup> of December by the T&amp;T division.</p> <p>6A2. Business Office/Bookstore continued to provide related support services to the campus and students. Collection and expenditure report on selected line items is as follows.</p> <ul style="list-style-type: none"> <li>• Usage of Gasoline/mixed gas/diesel--217 gallons for \$1,067.05</li> <li>• Usage of cash power for Upper Campus –6,911.8 for \$3,450.00</li> <li>• Usage of utilities for Lower Campus –17,814 for \$10,188.20</li> <li>• \$\$ collected for Bookstore - \$1,161.00</li> </ul>	<p>6A2.1. \$ collected for Endowment Fund \$107.99</p> <ul style="list-style-type: none"> <li>• Car wash--\$78.80</li> <li>• HTM Club Fundraising --\$14.19</li> <li>• Fall 2012 Madness Sale --\$15.00</li> </ul> <p>TOTAL----- <b>\$107.99</b></p> <p>6A2.2. Collection thru SIS and others for General Fund \$9,190.70</p> <ul style="list-style-type: none"> <li>• Blue Plate Café--\$626.65</li> <li>• Facility Rental--\$30.00</li> <li>• Duplicate ID--\$155.00</li> <li>• Admission Fee--\$20.00</li> <li>• Transcript Fee--\$4.00</li> <li>• Photo Copying--\$19.45</li> <li>• Accidental Insurance Fee--\$1,330.00</li> <li>• Registration Fee--5,040.00</li> <li>• Dues--\$1,965.60</li> </ul> <p>TOTAL----- <b>\$9,190.70</b></p>
6B: Diversify resources of the College		
6C: Budgeting and resource allocation		

6D: Develop and implement college sustainability plans that will lead to the careful stewardship of natural and man-made resources, saving of revenue, and enhancement of the college experience; serves as a model for the nation	6D1. All T&T programs have developed course cost which will assist the division in establishing a baseline of cost for each course when it is offered. Course cost for 90% of all courses scheduled for spring 2013 has been established.	
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**Strategic goal 7:** Build a partnering and service network for community, workforce and economic development

Objectives	Activities/Progress	Comments/additional detail
7A: Increase involvement of the community in college affairs	<p>7A1. HTM Division coordinated with FSM SBOC for HTM students to assist as ushers and usherettes for their FSM Development Partners Forum at National Campus Gym and reception catering services.</p> <p>7A2: HTM students and faculty met with a nonprofit organization dealing with environmental issues in Pohnpei and volunteered to become a member of this environmental group to form a body of concerned Pohnpeian citizens to raise awareness about the environment issues on Pohnpei.</p> <p>7A3. HTM Club participated in jam tasting survey done by Japanese Arts and Design graduate student.</p> <p>7A4. Counselor Edwin organized a gathering of UH-Hilo graduates to meet with Vidalino Staley Raatior, Director, Pacific Islander Student Center &amp; AANAPISI Project. He was presented and shared the changes that have taken place at UH-Hilo. The purpose of the new Pacific Islander Center, and the need for our assistance to meet with students and their parents to prepare them before they leave for UH-Hilo.</p> <p>7A5. GEAR UP Program:</p> <ul style="list-style-type: none"> <li>• GU students in G1 and G2 were selected to the</li> </ul>	<p>7A5.1. Parents Workshop agenda is Family Festival (Christmas Activity) on December</p>

	<p>College Fair on November 14<sup>th</sup>.</p> <ul style="list-style-type: none"> <li>• GU conducted Parents Workshop on College Preparation, Financial Aid, and Financial Literacy for Sekere and Palikir Schools on November 22<sup>nd</sup> and Ohmine School on November 27<sup>th</sup>.</li> <li>• GU Art Club organized and participated in the COM-FSM Shark Zone Art contest.</li> </ul> <p>7A6. <u>Upward Bound Program:</u></p> <ul style="list-style-type: none"> <li>• UB program organized and conducted Student and Teachers Orientation on November 10, 2012 followed with welcoming activities for the new program year in the Pohnpei Campus Gym.</li> <li>• UB conducted a Parents Meeting on November 15, 2012, at PSBDC, 95% of parents attended. The new grants requirements, objectives, policies, Academic Calendar, and class scheduled were shared with parents. Acting Dean, Mr. Jack opened the meeting and welcomed the parents and shared the working relationship between the program and the college since the inception of the program in November 1999.</li> <li>• The official academic year 2012-2013 for Upward Bound Program for Saturday classes began on November 16, 2012 at Pohnpei Campus starting 8:15 am to 3:30pm until May 29, 2013.</li> </ul> <p>7A7. PSBDC Coordinator attended various meetings throughout the reporting period for community involvement and promotion of the program.</p>	<p>15, 2012, and Election of PTA Officers and Board members.</p>
<p>7B: Enhance and promote employment opportunities</p>	<p>7B1. The nine AFT students hired on work-study completed their hours with satisfactory performance. They have mastered basic propagating, germinating, mulching, transplanting, and identifying and caring of</p>	

	<p>disease plants.</p> <p>7B2. <u>Upward Bound Program:</u></p> <ul style="list-style-type: none"> <li>Upward Bound program recruited 5 instructors from the College, 2 from the target High Schools, 2 from private and 1 Peace Corps volunteer to help teach the Core subjects and required services for the program year 2012-2013.</li> <li>Upward Bound Program Student Services Specialist Stephen Yarofalig has been promoted to Academic Coordinator to oversee the Curriculum components of the program.</li> </ul> <p>7B3. 21 GEAR UP Mentors were selected among the UB and ETS students held their meeting on November 20<sup>th</sup>.</p>	
<p>7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities</p>	<p>7C1. T&amp;T Division is currently developing 3 courses in computer networking, routing concept &amp; protocols, and fiber optic installation. Computer networking and routing protocols are new courses and fiber optics installation is a modified course. All three courses will have options for non-credit and credit courses.</p> <p>7C2. <u>PSBDC:</u></p> <ul style="list-style-type: none"> <li>PSBDC received \$25,000 for FY2013 Budget Shortfall to partially cover its operation and additional \$27,000 is still needed to balance the fiscal year.</li> <li>Business plans for various clients have been submitted to SBGFC and are awaiting review and decision as far back as twelve months ago. Loan packaging for SBGFC has been put on hold by PSBDC until further notice.</li> </ul> <p>7C3. <u>Educational Talent Search Program:</u></p> <ul style="list-style-type: none"> <li>At crack of dawn on each Saturday morning our tutors start preparing to head on out to the remote areas at the schools to contact their tutorials while some does not have to travel far but come to Pohnpei</li> </ul>	<p>7C2.1. Due to unclear language of the law that appropriated the \$25,000, Division of Budget issued Advice of Allotment with only \$6,250 for each quarter which is only half of what the Center requires to cover its quarterly operational expenses.</p> <p>7C2.2. Ongoing communications and requests have been submitted to Governor's Office and Legislature to amend the law to specify that the \$25,000 approved to fund PSBDC office be used for 1<sup>st</sup> and 2<sup>nd</sup> quarter only, but not throughout the whole year. The Center will need additional amount of \$27,000 to cover costs of operation for third and fourth quarter of FY13. Supplement budget request</p>

	<p>Campus. However the students still get there on time before the tutors do. Every afterschool during the week a different group of tutors travel to the nearby school in town, Nett and U to also meet with their tutees.</p> <ul style="list-style-type: none"><li>• Seventy ETSP juniors and seniors from PICS accompanied by their tutors and program Director attended the College Fair held at the National Campus on November 14. Students joined many high school students around the island and collected different information from different colleges from the U.S.</li><li>• Career assessments, learning styles assessment and self inventory assessments were administered to all ETSP student participants earlier November to find out more on the career interest, their learning styles to better provide the kind of services that students need.</li><li>• ETSP elementary sites continue to prepare for Spelling Bee. Elementary students learned more new words each day as they progress with their spelling bee preparations. Tutors are finding out more and more bright students as these students come in memorized many new words.</li><li>• ETSP counselors started academic counseling to students who are not doing so good in their mid semester grades from their schools. Counselors travel with the tutors to the school sites to meet with these students.</li><li>• ETS Director submitted a request to Acting Dean, Grilly Jack in the last campus management team meeting to work with IT or the college in general in donating some of their computers that are up for bidding to ETSP students. Director expresses a great need for computers for ETSP student's computer lab. ETSP does not have enough money to buy computers for student.</li><li>• ETS Program Annual Performance report was carefully compiled and submitted successfully to</li></ul>	<p>will be submitted to Governor's office through Acting Pohnpei Campus Dean. Legislature will hold its regular session in January 2013, and will address the matter. Meanwhile, request for advancement to PSBDC 2<sup>nd</sup> quarter budget has been submitted.</p>
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	<p>Washington DC on November 30, 2012.</p> <p>7C4. UB Program Annual Performance report is in final stage and will be submitted to USDOE no later than December 12, 2012 at 5:00pm.</p> <p>7C5. Three GU students were selected for counseling for the month of November.</p>	
<p>7D: Provide Cooperative Extension Services to the community</p>	<p>7D1. CES agents and staff provided cooperative extension services to the communities through farm visits, demonstrations, one-to-one trainings, and technical supports.</p> <p>7D2. Aquaculture agents continued to provide Peniou community people with training in shell carving and pendant making as other source of income after harvesting around 500 half pearls.</p> <p>7D3. Agents assisting in identifying potential farmers to receive canopy as donated by People’s Republic of China for covered farming.</p> <p>7D4. Agents also assisted in the Nett District Agriculture Fair in providing the judging of exhibits, except for Sakau and Yam.</p> <p>7D5. Agents also conducted ECE parents training/workshop to upgrade participants’ skills and knowledge on nutrition and other health issues, visited Kolonia School three times to make the students understand the important of nutrition, food safety, exercise, and how it affects health, and the recruitment of a new EFNEP group in U with topic presentations on 3 food group, benefits of fruits and vegetables, food safety, meal planning, food purchase, and exercise</p>	<p>7D2.1. Hands-on training like:</p> <ul style="list-style-type: none"> <li>• Dry-litter piggery system with carbon materials collection and preparation, which will minimize environmental contamination and decreases dependency on commercial fertilizers usage.</li> <li>• Implement soil and increase production of locally produce crops</li> <li>• Implementation of compost bins via technical assistance of JICA Senior volunteer and CES PNI agents.</li> <li>• Livestock treatment of sick animals, improvement of swine via estrus and pregnancy detection, artificial insemination, and better husbandry management practices.</li> <li>• Trainings in home gardening with demonstrations how to prepare soil, mix soil media, hands-on sowing seeds of vegetable crops (Chinese cabbage, eggplant, tomato and hot pepper), nursery management of seeds and seedlings.</li> <li>• Demonstrations cooking and preparations of nutritious locally utilized ingredients;</li> </ul>

**Strategic goal 8:** Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity

Objectives	Activities/Progress	Comments/additional detail
8A: Increase community involvement in college affairs	<p>8A1. Pohnpei Campus continued to accommodate students' and the communities' requests to utilize the facilities and the Vocational front area for their meetings, sports, fundraising, and car wash activities.</p> <p>8A2. The College rented out 40 chairs for the Mwoakilloa Liberation Day which was held in the Spanish Wall on 11/12. A total of \$20 collected.</p>	<p>8A1.1. \$ collected for Endowment Fund \$107.99</p> <ul style="list-style-type: none"> <li>• Car wash--\$78.80</li> <li>• HTM Club Fundraising --\$14.19</li> <li>• Fall 2012 Madness Sale --\$15.00</li> </ul> <p>TOTAL----- <b>\$107.99</b></p>
8B: Cultivate respect for individual differences, and champion diversity		

**Strategic Goal 9:** Provide for continuous improvement of programs, services and college environment

Objectives	Activities/Progress	Comments/additional detail
9A: Improve institutional assessment and evaluation	<p>9A1. AFT assessment worksheet 1 and 2 for school year 2012-2013 has been uploaded on Wiki.</p> <p>9A2. Instructional Divisions completed authentic assessment through peer observations and updated assessment worksheets on Wiki.</p> <p>9A3. Instructional programs have adopted and modified exit survey designed by Frankie for graduating students. Surveys will be conducted on Dec. 5 to 7.</p> <p>9A4. Instructional faculty continuously working on course assessments and request for course modifications accordingly.</p> <p>9A5. CES PNI staff are working hard to complete individual plan of work to align activities with local, state, national and NIFA (National Institution Food and Agriculture) priorities areas.</p>	<p>9A2.1. Assessment details:</p> <ul style="list-style-type: none"> <li>• ACE (instructors full-time and adjunct) completed authentic peer observations by taking turns teaching the same SLO.</li> <li>• T&amp;T Divisions completed authentic assessment are Electronic Technology, Telecommunication Technology, Building Technology, Construction Electricity, and Electronic Engineering Technology</li> <li>• T&amp;T Divisions completed capstone assessment are Electronic Technology, Telecommunication Technology, and Building Technology</li> <li>• T&amp;T Division has completed and</li> </ul>

		<p>submitted missing assessment worksheet for MVM, CE, and CM on the college wiki page and renamed worksheets for ET, EET, TC, BT, BM, and CM.</p> <ul style="list-style-type: none"> <li>• Course evaluation and feedback on all T&amp;T courses were completed and analyzed.</li> </ul>
9B: Integrate planning, evaluation and resource allocation for continuous improvement		
9C: Increase research and data driven decision making		
9D: Develop an integrated data system		