

COM-FSM CHUUK CAMPUS
MISSION AND OUTCOMES DEVELOPMENT WORKSHEET #1
PROGRAM-LEVEL ASSESSMENT

ADMINISTRATION PROGRAM ASSESSMENT PERIOD COVERED: 2012-2013
 STUDENT SERVICES PROGRAM DATE SUBMITTED: _____
 INSTRUCTIONAL PROGRAM

Unit/Program Name: Chuuk SSC Office Submitted by: Maika Tuala

INSTITUTIONAL MISSION AND STRATEGIC GOAL
<p>Mission: 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.</p>
<p>Strategic Goal(s):</p> <p>(1) <input checked="" type="checkbox"/> Promote learning and teaching for knowledge, skills creativity, intellect and the abilities to seek and analyze information and to communicate effectively</p> <p>(2) <input checked="" type="checkbox"/> Provide institutional support to foster student success and satisfaction</p> <p>(3) <input checked="" type="checkbox"/> Create an adequate, health and functional learning and working environment</p> <p>(4) <input type="checkbox"/> Foster effective communication</p> <p>(5) <input type="checkbox"/> Invest in sufficient, qualified, and effective human resources</p> <p>(6) <input type="checkbox"/> Ensure sufficient and well-managed fiscal resources that maintain financial stability</p> <p>(7) <input type="checkbox"/> Build a partnering and services network for community, workforce and economic development</p> <p>(8) <input type="checkbox"/> Promote the uniqueness of our community, cultivate respect for individual difference, and champion diversity</p> <p>(9) <input checked="" type="checkbox"/> Provide for continuous improvement of programs, services and college environment</p>

UNIT PROGRAM MISSION STATEMENT
<p>Philosophical Statement Related to What Your Program Intends to Accomplish: (review college values)</p> <p>The mission of the Student Services Coordinators office is to supervise all student services on Chuuk campus to insure effectiveness of the support services given.</p>
<p>Unit Program Goals:</p> <ul style="list-style-type: none"> • Develop and provide effective staff trainings • Expand and strengthen student advisement and tutorial services • Ensure college facilities and grounds are clean and conducive to learning • Create an institutional assessment and evaluation system for all programs and services for the college to support continuous learning centered improvement of courses, programs and services.

UNIT PROGRAM LEARNING OUTCOMES:
<p>PLO 1:</p> <ul style="list-style-type: none"> • The student will set and complete 80% of their educational goals.
<p>PLO 2:</p> <ul style="list-style-type: none"> • The student will develop two study habits through effective use of tutorial and counseling services.

PLO 3:

- **The student adheres to the policies on betelnut, tobacco, alcohol and illicit drugs.**

PLO 4:

- **SBA will assess and evaluate student activities and programs to support student learning as evidenced by their minutes.**

COM-FSM CHUUK CAMPUS
MISSION AND OUTCOMES DEVELOPMENT WORKSHEET #2
PROGRAM-LEVEL ASSESSMENT

ADMINISTRATION PROGRAM
 STUDENT SERVICES PROGRAM
 INSTRUCTIONAL PROGRAM

ASSESSMENT PERIOD COVERED: FALL 2012-SUMMER 2013
DATE SUBMITTED: _____

() Formative Assessment
(X) Summative Assessment

INSTITUTIONAL MISSION AND STRATEGIC GOAL
Mission: 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.
Strategic Goal(s) #1,2,3,and 9 _____

UNIT PROGRAM MISSION STATEMENT (restate below)
Philosophical Statement Related to What Your Program Intends to Accomplish: (review college values) The mission of the Student Services Coordinators office is to supervise all student services on Chuuk campus to insure effectiveness of the support services given.
Unit Program Goals: <ul style="list-style-type: none"> • Develop and provide effective staff trainings • Expand and strengthen student advisement and tutorial services • Ensure college facilities and grounds are clean and conducive to learning • Create an institutional assessment and evaluation system for all programs and services for the college to support continuous learning centered improvement of courses, programs and services.

EVALUATION QUESTIONS	Data Sources	Sampling	Analysis
(1) How many students set and achieve 5 academic goals?	Academic Goal Worksheet	100 students	
(2) How many students develop 2 of the 6 study habits taught to them?	Study habits tracking sheet	100 students	
(3) What percentage of students broke the policies on betelnut, tobacco, alcohol and illicit drugs.	Security citations	All	Descriptive
(4) How much do student activities support student Learning?	SBA minutes	All	

TIMELINE WITH MAJOR ACTIVITIES	Person Responsible	Date
Training staff on "how to set academic goals"	SSC	January...
Each office will present on how to set academic goals		
6 study habits presentations to students	Counselor and SSC	Spring

Check security citation log and SSC offenders file	SSC	
Meet with SBA about assessment on activities	SSC and SBA	Spring

Comments: