

## Administrative and Support Units Assessment Plan

<b>Campus Security &amp; Safety – National</b>		<b>FY 2008</b>
<b>Unit/Office/Program</b>		<b>Assessment Period Covered</b>
<b>( ) Formative Assessment</b>		
<b>( ) Summative Assessment</b>		<b>Date Submitted</b>

### **Institutional Mission/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 (which strategic goal(s) most support the services being provided):**

#### **SPG3. Create an adequate, healthy and functional learning and working environment**

- a. Provide for adequate facilities to support a learning community
- b. Provide for maintenance and upkeep of grounds, facilities and equipment
- c. Provide for a safe, secure and effective college environment**

### **Administrative Unit/Program Mission Statement :**

The COM-FSM, Campus Security and Safety Office is committed to *providing a safe and secure environment for students, faculty, staff and visitors:*

Our Guiding Principles are :

- We are dedicated to the concepts of high standards, continuous improvement and efficient public relations through prevention and awareness.
- We are proud of our accomplishments and abilities to accommodate to the needs of the community. We are dedicated to seeking appropriate training and equipment to meet our goals and objectives.
- We emphasize mutual respect, cooperation, recognition, and equality within the Campus Security and Safety Office and the community. We thrive to create a working environment through trust, commitment and positive attitude.
- We shall maintain good relations with the community which shares the responsibility of community awareness prevention and safety practices. In such we focus on involving ourselves with every type of function, activity or programs which is required of us to solidify and justify the purpose of our existence.
- We shall continue to contribute to the improvement of the quality of life in our community by providing understanding, compassionate and effective security services.

### **Administrative Unit/Program Objectives:**

**Objective 1:** Clergy Act Compliance.

**Objective 2:** Enhance and improve performance and services by obtaining quality and relevant training for officers.

**Objective 3:** Conduct emergency drills/practices on a regular basis involving all community members to ensure effective response by educating on individual responsibilities and to identify safety discrepancies.

**Objective 4:** Provide recommendations to policies and procedures that directly or indirectly affect retention of prospective students.

<b>Evaluation questions</b>	<b>Data sources</b>	<b>Sampling</b>	<b>Analysis</b>
1. Is compliance standardized system wide?	Monthly reports, daily crime log, annual crime statistics		Descriptive and Content Analysis
2. Are services satisfactory (standardize)?	Monthly reports		Descriptive and Content Analysis
3. Are the emergency drills/practices effective?	Monthly reports		Descriptive and Content Analysis
4. Are policies and procedures in accordance with disciplinary actions and effective?	Citations, imposed actions		Descriptive and Content Analysis

**Timeline**

<b>Activity</b>	<b>Who is Responsible?</b>	<b>Date</b>

**Comments:**