

College of Micronesia – FSM - Performance reporting form

Department/Division/Campus:	Health Service	Period: July 1, 2009-September 30, 2009	4th Quarter 2009 (July 1, 2009 to September 30, 2008)
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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.

Mission Statement

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.

Values

Learner-centeredness, professional behavior, innovation, honesty and ethical behavior, commitment and hard work, teamwork and accountability

Strategic Goals

The College of Micronesia-FSM, through a cycle of assessment and review, will continuously improve to meet or exceed current accreditation standards and will:

1. Promote learning and teaching for knowledge, skills, creativity, intellect, and the abilities to seek and analyze information and to communicate effectively;
2. Provide institutional support to foster student success and satisfaction;
3. Create an adequate, healthy and functional learning and working environment;
4. Foster effective communication;
5. Invest in sufficient, qualified, and effective human resources;
6. Ensure sufficient and well-managed fiscal resources that maintain financial stability;
7. Build a partnering and service network for community, workforce and economic development;
8. Promote the uniqueness of our community, cultivate respect for individual differences and champion diversity; and
9. Provide for continuous improvement of programs, services and college environment.

College web site: www.comfsm.fm IRPO web site: <http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html>

For additional information contact: 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	Accomplishments	Comments/additional detail
1A: Promote quality teaching and learning-centered behaviors and environments	[Institutional Priority 2a] [Institutional priority 2d]	<ul style="list-style-type: none"> • Institutional Priority 2a: Expanding service learning opportunities on all campuses through student organizations and academic courses

for the six campuses	<p>[Institutional priority 2e]</p> <p>LRC Activities (July-September 2009)</p> <p>Programs/Services</p> <table border="1" data-bbox="541 313 1285 597"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Patrons usage</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Reserved materials</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Materials circulated (all)</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Visitors using computers</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>LRC computer usage (July-September 2009)</p> <table border="1" data-bbox="541 659 1285 857"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>General application</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Reference</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Email</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Technical assistance</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>LRC Reference Encounters (July-September 2009)</p> <table border="1" data-bbox="541 919 1285 1000"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Reference encounters</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	Patrons usage							Reserved materials							Materials circulated (all)							Visitors using computers								CC	FMI	KC	PC	NC	YC	General application							Reference							Email							Technical assistance								CC	FMI	KC	PC	NC	YC	Reference encounters							<ul style="list-style-type: none"> • Institutional priority 2d: Implementing at least one learning community at each campus per semester • Institutional priority 2e: Revising program and course outlines to reflect learning centered learning approaches.
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1B: Make developmental courses an institutional priority																																																																																						
1C: Enhance faculty involvement in the college																																																																																						

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

Objectives	Accomplishments	Comments/additional detail														
2A: Promote strategic enrollment management for	<p>Fall Enrollment 2009(final)</p> <table border="1" data-bbox="541 1369 1276 1401"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC								<ul style="list-style-type: none"> • Institutional Priority 2a: Expanding service learning opportunities on all
	CC	FMI	KC	PC	NC	YC										

the college	<table border="1" data-bbox="541 191 1276 289"> <tr><td>M</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>T</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </table> <p data-bbox="541 321 835 386">[Institutional priority 2a] [Institutional priority 4a]</p>	M							F							T							<p data-bbox="1455 196 1854 250">campuses through student organizations and academic courses</p> <ul data-bbox="1409 289 1875 407" style="list-style-type: none"> • Institutional priority 4a: Implementing and monitoring progress on the college's enrollment management plan and conducting formative assessment. 																																																															
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T																																																																																						
2B: Become more student-centered in the development of specific college system policies and procedures	[Institutional Priority 2b]	<ul data-bbox="1409 415 1835 534" style="list-style-type: none"> • Institutional priority 2b: Increasing opportunities for improved transfer and continuing education opportunities for students 																																																																																				
2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value	<p data-bbox="541 570 1073 597">July-September 2009 # of Counseling Contacts</p> <table border="1" data-bbox="541 597 1276 727"> <thead> <tr><th></th><th>CC</th><th>FMI</th><th>KC</th><th>PC</th><th>NC</th><th>YC</th></tr> </thead> <tbody> <tr><td>M</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>T</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p data-bbox="541 760 695 787">College Total:</p> <p data-bbox="541 883 993 911">SEG SEOG/CWS Fall 2009 (#/Amount)</p> <table border="1" data-bbox="541 911 1276 1040"> <thead> <tr><th></th><th>CC</th><th>FMI</th><th>KC</th><th>PC</th><th>NC</th><th>YC</th></tr> </thead> <tbody> <tr><td>M</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>T</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p data-bbox="541 1073 978 1101">Tutorial services July-September 2009</p> <table border="1" data-bbox="541 1101 1276 1230"> <thead> <tr><th></th><th>CC</th><th>FMI</th><th>KC</th><th>PC</th><th>NC</th><th>YC</th></tr> </thead> <tbody> <tr><td>M</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>F</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>T</td><td></td><td></td><td></td><td></td><td></td><td></td></tr> </tbody> </table> <p data-bbox="541 1263 905 1291">[Retreat Problem Statement #4]</p> <p data-bbox="541 1354 905 1382">[Retreat Problem Statement #5]</p>		CC	FMI	KC	PC	NC	YC	M							F							T								CC	FMI	KC	PC	NC	YC	M							F							T								CC	FMI	KC	PC	NC	YC	M							F							T							<ul data-bbox="1409 1078 1875 1317" style="list-style-type: none"> • Problem statement 4: The academic level of the majority of incoming students is inadequate to meet college level standards • Problem statement 5: The success and retention rate of students at the college is less than 40% •
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	<p>Fall 2009 Midterm Deficiency Results</p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>M</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>F</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>T</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	M							F							T							
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<p>2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious</p>	<p>July-September 2009 # Visits to Dispensaries</p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>M</td> <td></td> <td></td> <td></td> <td></td> <td>484</td> <td></td> </tr> <tr> <td>F</td> <td></td> <td></td> <td></td> <td></td> <td>864</td> <td></td> </tr> <tr> <td>T</td> <td></td> <td></td> <td></td> <td></td> <td>1348</td> <td></td> </tr> </tbody> </table> <p>♦ <i>The following is the breakdown of the number and kinds of visits seen during the reporting period.</i></p> <p>A total of 1,348 visits were taken care of at the dispensary during the reporting period. Of this number, 247 sought treatment for the flu/cold syndrome, 60 sought treatment for minor injuries, 266 sought treatment for generalized aches/pains/headaches, 55 sought treatment for eye/ear/nose-related problems, 113 sought treatment for skin diseases/infections, 33 sought treatment for gastro-intestinal (GI) related problems, 14 sought treatment for genitor-urinary related problems, 141 were counseled and provided information on reproductive health and other health-related problems, 37 requested usage of family planning/contraceptive methods, 24 were screened and counseled for STIs, 0 received the influenza immunization, 159 were screened for Non-Communicable diseases such as diabetes, hypertension and obesity etc. 1 was screened, counseled and provided information on Communicable diseases such as Leprosy, TB etc. 67 sought treatment for health maintenance and/or prophylaxes. 42 were referred to other health clinics/agencies and 89 were for various reasons.</p> <p>In addition to taking care of the visits and other responsibilities,</p>		CC	FMI	KC	PC	NC	YC	M					484		F					864		T					1348		<p>Results on promotions of health awareness and outreach programs.</p>
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T					1348																									

the nurse also gave the following presentations:

◆ Orientation Presentations (July 28 & August 4, 2009).

Orientation presentation was given to the peer guides students and the incoming freshmen on July 28 and Aug 4 respectively. Information on the function as well as services etc., offered by the dispensary was given. Pamphlets on the dispensary were also distributed to participants. The outcome of these presentations showed that over three hundred students, mostly freshmen, were informed about the dispensary and the services it offers.

◆ H1N1 Influenza Virus Presentation (September 16, 2009).

Presentation on the H1N1 influenza virus was given to the SSSP students and staff. As a result, over sixty students and staff were given basic information on the H1N1 influenza virus. They were given information on how the virus is being transmitted, ways to prevent it and the prescribed treatment.

July-September 2009 Counseling Activities by Campus

Visits

	CC	FMI	KC	PC	NC	YC
Academic						
Discipline						
Personal						
Career						
Transfer						
Other						

July-September 2009# visits to Peer Counseling

	CC	FMI	KC	PC	NC	YC
Family Planning						
Financial Aid						
Substance Abuse						
Personal						
Other						

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

Objectives	Accomplishments	Comments/additional detail																												
3A: Provide for adequate facilities to support a learning community	<p>Status Report Major Projects By Campus (Maintenance)</p> <p>Chuuk Campus</p> <p>Kosrae Campus</p> <p>FMI</p> <p>National campus</p> <p>Pohnpei Campus</p> <p>Yap Campus</p> <p>[Institutional priority 3d(a)]</p> <p>[Institutional priority 3d(c)]</p>	<p>Comments on facilities from campuses in comments/additional detail focusing on progress and or accomplishments of facilities.</p> <ul style="list-style-type: none"> • Institutional priority 3d(a): Promoting infrastructure development for Chuuk campus permanent site • Institutional priority 3d(c): Promoting facilities design and renovation to enhance a learning centered physical environment 																												
3B: Provide for maintenance and upkeep of grounds, facilities, and equipment	[Institutional Priority 3d(b)]	<ul style="list-style-type: none"> • Institutional priority 3d(b): Improving preventive maintenance and energy management in new and existing building 																												
3C: Provide for a safe, secure and effective college environment	<p>July-September 2009# incidences reported by campus</p> <table border="1" data-bbox="541 990 1276 1269"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>T</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	T																					<p>Comments on safety satisfaction on security service</p>
	CC	FMI	KC	PC	NC	YC																								
T																														

Strategic goal 4: Foster effective communication

Objectives	Accomplishments	Comments/additional detail
4A: Enhance communications pathways	<p>[Retreat Problem Statement #3]</p> <p>[Institutional priority 1a]</p> <p>[Institutional priority 1c]</p>	<ul style="list-style-type: none"> • Problem statement 3: Governance processes including development, implementation and evaluation do not include all necessary internal and external stakeholders • Institutional Priority 1a: Promoting linkages with K – 12 and external stakeholders. • Institutional Priority 1c: Ensure that all WASC recommendations on communications and governance are met by implementation of the communications and governance policies and plans with emphasis on completing all decision grids for roles and responsibilities and decision making and development of written processes and procedures
4B: Provide communications infrastructure to support communication pathways	[Institutional priority 4b]	<ul style="list-style-type: none"> • Institutional priority 4b: Review and revision of the college's technology plan that evaluates, supports and plans for the future of instruction, student services and administrative functions across the college's sites.
4C: Enhance the college community's ability to communicate effectively		

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

Objectives	Accomplishments	Comments/additional detail
5A: Provide on-going professional development of faculty and staff	<p>[Institutional priority 1c]</p> <p>[Institutional priority 4e]</p> <p>Summary Major Professional Development Activities by Campus:</p> <p>Chuuk Campus</p> <p>Kosrae Campus</p> <p>FMI</p>	<p>Institutional priority 2c: Conducting training for all faculty and staff for the college on student centered learning, TESOL techniques and improved assessment activities.</p> <p>Institutional priority 4e: Providing continuous improvement through a comprehensive staff training program</p> <p>Comments on staff/faculty involvement/participation.</p>

	National campus Pohnpei Campus Yap Campus																																				
5B: Recruit and retain qualified personnel to allow delivery of quality services	Fall Semester 2009 Full Time vs. Part Time Faculty <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Full Time</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Part Time</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>% Full Time</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> Profile College Faculty by Degree and Origin Fall 2009		CC	FMI	KC	PC	NC	YC	Total							Full Time							Part Time							% Full Time							Comments on staff/faculty employee satisfactions such as evaluations, degree holdings, etc.
	CC	FMI	KC	PC	NC	YC																															
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5C: Update personnel policies and procedures to meet on-going human resources needs	[Institutional priority 2f]	<ul style="list-style-type: none"> • Institutional priority 2f: Revising job descriptions of faculty and staff to reflect learning centered work activities. • 																																			

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

Objectives	Accomplishments	Comments/additional detail
6A: Enhance new and existing revenue resources to promote growth and increase cost effectiveness	[Institutional priority 3b]	<ul style="list-style-type: none"> • Institutional priority 3b: Developing a plan for attaining fiscal stability of the college.
6B: Diversify resources of the College	[Institutional Priority 3a]	<ul style="list-style-type: none"> • Institutional Priority 3a: Implementing a comprehensive strategy for the college's endowment

		fund.														
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	<p>July-September 2009 Power Consumption (Kw)</p> <table border="1"> <thead> <tr> <th></th> <th>CC</th> <th>FMI</th> <th>KC</th> <th>PC</th> <th>NC</th> <th>YC</th> </tr> </thead> <tbody> <tr> <td>Total</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		CC	FMI	KC	PC	NC	YC	Total							
	CC	FMI	KC	PC	NC	YC										
Total																

Strategic goal 7: Build a partnering and service network for community, workforce and economic development

Objectives	Accomplishments	Comments/additional detail
7A: Increase involvement of the community in college affairs	[Retreat Problem Statement #1]	<ul style="list-style-type: none"> Problem statement 1: There is insufficient dialogue and information exchange between external stakeholders and the college in regard to economic and social development needs, program development, service delivery and funding for students and the college
7B: Enhance and promote employment opportunities		
7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities	[Institutional Priority 1b]	Priority 1b: Promoting the college as a major source of technical assistance for the nation
7D: Provide Cooperative Extension Services to the community		

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

Objectives	Accomplishments	Comments/additional detail
8A: Increase community involvement in college affairs		
8B: Cultivate respect for individual differences, and		

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

Objectives	Accomplishments	Comments/additional detail
9A: Improve institutional assessment and evaluation	Participated in meetings of the following: ♦ Student Service Committee ♦ Student Service Management ♦ Staff Development Committee ♦ H1N1 Ad hoc Committee ♦ Self Study-Standard I	<ul style="list-style-type: none"> • Institutional priority 2g: Implementing a uniform general education core assessment across all campuses. •
9B: Integrate planning, evaluation and resource allocation for continuous improvement	[Retreat Problem Statement #2] [Institutional Priority 3c]	<ul style="list-style-type: none"> • Problem statement 2: Inadequate development, understanding and application of quality standards for an effective student centered learning environment
9C: Increase research and data driven decision making	[Institutional priority 4c]	<ul style="list-style-type: none"> • Institutional priority 4c: Raising the profile of the college through enhanced research and reporting.
9D: Develop an integrated data system		<ul style="list-style-type: none"> •
9e: Enhance decision making and communications at the college through implementation, monitoring and evaluation of the new governance policy and revised standing committee structure.		<ul style="list-style-type: none"> •

COLLEGE OF MICRONESIA - FSM, Enrollment Management Indicator Data Fall 2009

#	Indicator	Target ratios	National	Pohnpei	Chuuk	Kosrae	Yap	FMI
1	Student/Faculty Ratio	# of faculty						
2	Learning resources staff ratio	# LRC staff						
3	LRC volume capacity	# of LRC volumes						
4	LRC seating capacity	# LRC seats						
5	Counselors (FAO, OAR & Counseling)	1 counselor of each type for every 250 students						
5a	<i>Counselor FAO</i>	<i># of FAO Counselor</i>						
5b	<i>Counselor OAR</i>	<i># of OAR counselor</i>						
5c	<i>Counselor General Counseling</i>	<i># of general counselor</i>						
6	Student life specialists	# of recreation staff						
7	Nurse/Health	# of nurse						
8	Administrative staff	# of administrative staff						
9	Overall Environmental	Electrical power & email access during all school hours; 1 female toilet for every 30 students & 1 male toilet facility for every 40 students, accessible drinking water per building; a bookstore and campus store or available food source						
9a	Electrical power	Is power available 100% of instructional day?						
9b	Email access	Is email accessible all school hours?						

9c	Toilets (female)	# of female toilet						
9d	Toilets (male)	# of male toilet						
9e	Accessible drinking water	# of buildings w/ accessible drinking water						
9f	Building	# of buildings						
9g	Bookstore	Is there a bookstore available?						
9h	Refreshment source	Is there a food source/store available?						
10	Daytime security	# of security guard						
11	Classroom capacity	# of classroom						
12	Maintenance	# of maintenance staff						
13	Janitors	# of janitor						
14	IT technicians	# of IT technician						
15	Student computers	# of student computer						
16	Faculty computers	1 computer for every full time faculty & 1 for each 1 part time FTE						
16a	Faculty computers (full time)	# of full time-faculty computer						
16b	Faculty computers (partly time)	# of FTE part time-faculty computer						