

STREAMLINING ORGANIZATIONAL CHARTS

Descriptive Summary of the New Organizational Structure

President's Office Administration:

The President's office reports directly to the Board of Regents of the College of Micronesia-FSM. The Board is composed of five (5) members one representing each state and one from the FSM National Government. Currently, Mr. Kasio Mida is the Chairman of the Board, Regent Lyndon Cornelious is the Vice Chairman, Regent Mary Figir is the Secretary/Treasurer, and Regents Graceful Enlet and Churchill Edward are Board members.

With the restructuring, the President's office (which has direct supervision of all four Vice Presidents) will now include the five Campus Directors including two additional offices, the Community Relations Office (DCR) and the Institutional Research & Planning Office (IRPO). Please note that there is a dotted line between the President, the Executive Director of Land Grant and the Vice President for Cooperative Research, and Extension Services. This denotes a dual reporting for the VPCRE, and whilst supervised by the COM-FSM President, the Executive Director of Land Grant has responsibility for the funding of all CRE services.

The intent of the above is to improve communications among all offices and campuses. By having the Campus Directors reinstated as members of the cabinet, they will be more actively involved in strategic and operational decisions affecting the College. The Campus Directors, in conjunction with the President and Vice President's will also play a greater role in stakeholder management in the ongoing drive to enhance the range of educational programs and services. With both the DCR and IRPO offices now under the purview of the President further support is provided in the decision making process, planning, budget, enrollment, and other matters.

Department of Administrative Services:

The Vice President of Administrative Services will have direct supervision over the following : Business Office including Bookstore (BO), Human Resources Office (HRO), Information Technology Office (ITO), and Maintenance and Security (M&SO). As outlined earlier, the Community Relations Office (DCR) and the Institutional Research & Planning Office (IRPO) will now report to the President. As an internal service provider the Department of Administrative Services will have system-wide responsibility (through the respective Director) in supervising staff at each of the state campuses. This change in reporting is consistent with the structural changes being made that will see more time available for the Campus Directors to be involved in stakeholder management duties.

The cafeteria at the National Campus has been placed under the Vice President of Student Services although the provision of food services at FSM-FMI will continue to be supervised by the FMI Director.

Department of Instructional Affairs:

The Vice President of Instructional Affairs office will have direct supervision over the following : Director of Academic Programs, Director of Vocational, Community and Continuing Education, Director of the Learning Resource Center, Assessment Coordinator and Distance Learning Coordinator.

Reporting to the Director of Academic Programs will be Academic Chairs based at the National Campus who will oversee the following academic divisions : Business, Education, Language & Literature, Maths and Natural Science, Social Science and Health Science divisions. Also reporting to the Director of Academic Programs will be Academic Coordinators based at Chuuk, Kosrae and Yap Campuses.

Reporting to the Director of Vocational, Community and Continuing Education will be Vocational Chairs (based at the National Campus) including Vocational Coordinators based at Pohnpei, Chuuk, Kosrae, Yap and FMI Campuses.

Please note that the Academic and Vocational Coordinators will also act as Chairs thereby eliminating the need for additional academic / vocational chairs at each campus.

Department of Student Services:

The Vice President for Student Services Office will have direct responsibility over the following : Admissions & Records Office (A&RO), Financial Aid Office (FAO), Counseling Office (CO), Peer Counseling Office (PCO), Student Life Office (SLO), Food Services (FS) including Student Service Coordinators at Pohnpei, Chuuk, Kosrae, Yap, and FMI. As a service provider the Department of Student Services will have system-wide responsibility (through the respective Director) in supervising staff at each of the state campuses.

Cooperative Research & Extension Services:

The Vice President of Cooperative Research & Extension will have direct responsibility over the following : CRE Program Coordinator, Research Assistant, CRE administrative staff (national Campus) including the CRE Coordinators based at Pohnpei, Chuuk, Kosrae, and Yap Campuses.

Conclusion :

Please see the attached organizational charts and streamlining matrix for more detailed information on the above.

In summary, one of the significant changes resulting from the restructuring is the transfer of selected programs from Pohnpei Campus to the National Campus and vice versa. This avoids any duplication of services while providing the opportunity to expand the development of vocational / short term training courses at Pohnpei Campus. e.g. the ACE program at Pohnpei Campus will be relocated to the National campus while the Nursing and the Public Health Programs will be relocated to Pohnpei Campus. The purpose for moving the Public Health and Nursing Programs to Pohnpei Campus is due to the proximity of the Pohnpei Campus to Public Health Clinics and facilities in town. The administration and supervision of these two programs will be under the Division of Health at the National Campus. Transfer of the ACE (remedial program) to the National Campus is still to be determined (once classroom space has been identified) although it is likely that a new classroom will need to be built at the National Campus in order to accommodate this change.

In terms of facilities construction, the facilities master plan has revealed that the College still needs to build : a multipurpose building at Pohnpei Campus, a Student Services Building at the National Campus, a multipurpose building at Kosrae Campus including further preparation of the site at Nantaku, Chuuk's new Campus including construction of one building for agricultural purposes. With due consideration to the above, all construction is based on the cost of ownership and cost benefits to the College.

As a result of the restructuring, a total of 24 employees (17 full-time and 7 on special service contracts) will be placed on layoff status. The majority of those affected employees are from the National Campus. Lay-off notices will be released March 31, 2011. Teaching positions are not affected. The administration is currently trying to fill all new and current vacancies (at all campuses) by May 2011.

Finally, a new performance management system will be implemented to cover all employees including a specific tool for faculty. The emphasis here will be on improving work planning including the link to both performance pay and training and development.