

College of Micronesia – FSM - Performance reporting form

Department/Division:	HTM/BU, Pohnpei Campus	Period: August/September 2013
<p><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></p> <p><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.</p> <p><b>Values</b> Learner-centeredness, professional behavior, innovation, honesty and ethical behavior, commitment and hard work, teamwork and accountability</p> <p><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:</p> <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> <p>College web site: <a href="http://www.comfsm.fm">www.comfsm.fm</a> IRPO web site: <a href="http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html">http://comfsm.fm/national/administration/VPA/researchdocs/irpo.html</a> For additional information contact: <a href="mailto:rschplanning@comfsm.fm">rschplanning@comfsm.fm</a></p>		

**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	BU 095- General SLO 1 and SLO 2. 50% of SLO3.	<ul style="list-style-type: none"> <li>• BU 095- SLO 1&amp;2- assessments were done by</li> </ul>

<p>and learning-centered behaviors and environments for the six campuses</p>	<p>HTM 110- General SLO 1.</p> <p>HTM 250- Covered SLO 1-3 Students commenced practicum on 9/16/13.</p> <p>BU 100: First week covered the introduction to the course and orientation on basic office skills and specific business skills. Second to the third week students started working on the job application, resume, cover letter. Fourth week performed mock interviews. Students commenced practicum on 9/17/13.</p> <p>BK095: both sections: completed chapters 1-3 covering 25% of course SLOs.</p> <p>BU101: completed chapters 1-4 covering 25% of course SLOs. Administered 3 quizzes, showed two videos on the FSM Economy,</p>	<p>assignments, quizzes and the midterm will be covering SLO 1-3. Sec P1: 78% is passing A-C and 22% is failing with D's and F's. P2: 61% passing A-C and 35% failing with D's and F's. P3: 61% passing with A's-C and 35% failing with D's and F's.</p> <ul style="list-style-type: none"> <li>• HTM 110- Assessments were done on assignments, research projects, essays. The class will be combining with the other HTM section to have lunch/tour at Seven Inn/River Side restaurant to be exposed and experience the components lodging and F&amp;B. 91% is passing with A-C and 18% failing with D's and F's. One withdrawal due to excessive absences.</li> <li>• HTM 250- Assessments were done by students completing their application process, resume and cover letter and mock interview. Now there are only two students taking the practicum and two withdrew. One student is doing her practicum at Village Travel and Cliff Hotel and other student is doing hers at PVB and Seven Inn/River Side.</li> <li>• BU 100 Seven students are doing their practicum on campus and the rest are off campus. Offices off campus that students are working are Pohnpei State Legislature, FSM Election, Pohnpei State Finance, Small Business Guarantee, Court of Land Tenure, Madol. Municipal Govt., and FSM Social Security. One student withdrew from the class.</li> <li>• BK095 P1 moved from meeting MW 11:30-12:55 to MWF 11:30-12:25. For both sections, students are progressing well.</li> <li>• BU101-100% of class are currently passing with a C or better; results of business ethics</li> </ul>
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	<p>and conducted a business ethics survey.</p> <p>BU098-(P1): completed chapters 1-3 covering 25% of course SLOs. Administered 6 quizzes.</p> <p>BU097-both sections no accomplishments reported.          HTM110-no accomplishments reported.          HTM165-no accomplishments reported.          HTM170-no accomplishments reported.</p>	<p>survey conducted by all 18 students on Campus revealed : Majority of students not adhering to College policies including, beetlenut chewing policies, attendance, plagiarism, alcohol consumption, and misuse of College property; PC staff observed revealed misuse of College time while doing online shopping, social networking on Facebook, smoking and chewing beetlenut while driving College vehicles; PC faculty observed revealed instructors starting classes late and releasing students early, eating in class, and discussing matters not related to the course.</p> <ul style="list-style-type: none"> <li>• BU098-90% of the class are currently passing with a C or better with a couple of attendance problems. (Will be referred to advisor).</li> <li>• BU097-40 students passing; 9 failing.</li> <li>• 9/10 passing; 1 failing</li> <li>• 10/10 passing and doing a good job.</li> <li>• 14/14 passing and doing a good job.</li> </ul>
1B: Make developmental courses an institutional priority		
1C: Enhance faculty involvement in the college	<p>Roby attended RAR meeting and are scheduled every last Wednesday of the month.</p> <p>Dela Cruz attended HR meeting.</p>	<p>Committee is still discussing the issue on the COMET. The letter that was sent out to the community explaining the result of the COMET.</p>

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

Objectives	Accomplishments	Comments/additional detail
2A: Promote strategic		

enrollment management for the college		
2B: Become more student-centered in the development of specific college system policies and procedures		
2C: Promote timely college tenure and graduation of students with mastery of array of core learning objectives, including civic-mindedness and self-value		
2D: Develop a student-friendly campus environment that encourages and enables students to be health conscious		

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

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
3A: Provide for adequate facilities to support a learning community		
3B: Provide for maintenance and upkeep of grounds, facilities, and equipment		
3C: Provide for a safe, secure and effective college environment		

**Strategic goal 4:** Foster effective communication

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
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4A: Enhance communications pathways		
4B: Provide communications infrastructure to support communication pathways		
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		
5B: Recruit and retain qualified personnel to allow delivery of quality services		
5C: Update personnel policies and procedures to meet on-going human resources needs		

**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		
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		
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**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	7A.	7A.
7B: Enhance and promote employment opportunities	7B1. HTM 250 students are working on their 150 practicum hours in the Hospitality and Tourism Industry.  7B2. BU 100 students that are about to graduate from the Bookkeeping and Secretarial Science program are out doing their practicum hours in	7B. HTM 250 students are completing their practicum hours at place where they are interested in working such as Seven Inn, Cliff Hotel, PVB and Village Travel. 7B2. Offices off campus that students are working are Pohnpei State Legislature (two students), FSM Election (two students), Pohnpei State Finance (one student), Small Business Guarantee (one student), Court of Land Tenure (two students), Madol. Municipal Govt. (one student), and FSM Social Security (one student). On campus offices are Pohnpei Campus Admin. Office (two student), Gear Up (one student) ETSP (one student), CES (one student) and UBP (one student)
7C: Develop new and enhance existing programs to meet the changing educational and workforce needs of our communities		
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

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

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

<b>Objectives</b>	<b>Accomplishments</b>	<b>Comments/additional detail</b>
9A: Improve institutional assessment and evaluation		
9B: Integrate planning, evaluation and resource allocation for continuous improvement		
9C: Increase research and data driven decision making		
9D: Develop an integrated data system		