

# Office of Institutional Effectiveness - 2016-17



## C - IEQA - Office of Institutional Effectiveness

**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.

<i>Administrative Unit Outcomes</i>	<i>Assessment Strategies</i>	<i>Results</i>	<i>Improvements</i>
<p><b>AUO1_2016-2017 - Planning -</b> Support continuous improvement plan(s)</p> <p><b>AUO Status:</b> Active <b>AUO Assessment Cycle:</b> 2016 - 2017 <b>Start Date:</b> 10/01/2016 <b>Inactive Date:</b> 09/30/2017</p>	<p>S1.1 - Support evidence based decision making at the college by providing both current year and trend data such as student achievement, enrollment &amp; credits, etc. and other vital data reported against targets</p> <p><b>Target:</b> 1.1.1 - Develop and implement strategies for pushing out data reports to the college community on critical data for decision making.</p>	<p><b>Reporting Period:</b> 2016 - 2017 <b>Target Met:</b> Yes At least 90% of data is being reported on a quarterly and semester basis. (09/28/2017) <b>Related Documents:</b> <a href="#">Data Center</a></p>	<p><b>Improvement:</b> At least 95% of college data is generated and published on the College Data website on timely manner. (01/31/2018)</p>
	<p>S1.2 - Strategic Plan (2013 – 2017) – Monitor implementation of the strategic plan; report measures of success quarterly and annually; Monitor, track and report progress against Integrated Educational Master Plan (IEMP) goals, objectives and key performance measures (KPIs)</p> <p><b>Target:</b> 1.2.1 - Develop and implement 4 strategic plans</p>	<p><b>Reporting Period:</b> 2016 - 2017 <b>Target Met:</b> No Quarterly reports and prepared and published on college data website. (09/28/2017)</p>	<p><b>Improvement:</b> OIE will dedicated more time on preparing and disseminating reports on time. (01/31/2018)</p>

Administrative Unit Outcomes	Assessment Strategies	Results	Improvements
	<p>quarterly.</p> <p>1.2.2 - Develop and implement 1 comprehensive evaluation of the Strategic Plan 2013-2017</p> <p>1.2.3 - Develop and implement 1 comprehensive evaluation of the IEMP</p> <p>S1.3 - Provide technical support for development of new college strategic plan</p> <p><b>Target:</b> 1.1.3 - Develop and implement 1 technical assistance plan and report</p>	<p><b>Reporting Period:</b> 2016 - 2017</p> <p><b>Target Met:</b> No</p> <p>No plan/report generated (09/28/2017)</p>	<p><b>Improvement:</b> Get involve with strategic planning and provide technical assistance (01/31/2018)</p>
	<p>S1.4 - Assist grant development in priority areas for the college through support for grant submission and data/evidence and monitor existing grants for compliance with grant requirements</p> <p><b>Target:</b> 1.4.1 - Develop and implement monthly statistics on grant assistance and monitoring</p>	<p><b>Reporting Period:</b> 2016 - 2017</p> <p><b>Target Met:</b> Yes</p> <p>Assisted 6 grant applications for the college. (09/28/2017)</p>	
	<p>S1.5 - Enhance program implementation skills of staff by providing training assistance to administrators on project management and tracking</p> <p><b>Target:</b> 1.5.1 - Produce 1 summary report and evaluation of 3 training programs provided</p>	<p><b>Reporting Period:</b> 2016 - 2017</p> <p><b>Target Met:</b> No</p> <p>No training provided (09/28/2017)</p>	<p><b>Improvement:</b> OIE will be looking at this type of activity to ensure that it will occur in future or introduce other training. (10/01/2018)</p>
<p><b>AUO2_2016-2017 - Research -</b> Provide research that support</p>	<p>S2.1 -Based on program assessment and program review reports from FY</p>	<p><b>Reporting Period:</b> 2016 - 2017</p> <p><b>Target Met:</b> No</p>	<p><b>Improvement:</b> Develop a plan or process to ensure such tasks are</p>

Administrative Unit Outcomes	Assessment Strategies	Results	Improvements
<p>evidence based decision making at the college.</p> <p><b>AUO Status:</b> Active  <b>AUO Assessment Cycle:</b> 2016 - 2017  <b>Start Date:</b> 10/01/2016  <b>Inactive Date:</b> 09/30/2017</p>	<p>2016 design, implement and report on 2 research projects</p> <p><b>Target:</b> 2.1.1 - Produce 2 research project reports 1 based on student progress toward graduation</p> <p>S2.2 - Conduct a series of student focus groups on follow up on CCSSE 2016 surveys.</p> <p><b>Target:</b> 2.2.1 - Produce 1 report of student response to CCSSE 2016 focusing on understanding of questions and type of response</p>	<p>No reports generated (09/28/2017)</p> <p><b>Reporting Period:</b> 2016 - 2017  <b>Target Met:</b> No  No focus groups conducted (09/28/2017)</p>	<p>being completed. (01/31/2018)</p> <p><b>Improvement:</b> OIE require training focused on conducting focus groups for the college (10/31/2018)</p>
	<p>S2.3 - Coordinate preparation, delivery and reporting for surveys 1) CCSSE &amp; CCFSSSE, 2) Registration, 3) student satisfaction, 4) graduates exit; 5) Orientation; 6) faculty/staff satisfaction 7) NCCBP</p> <p><b>Target:</b> 2.3.1 - Prepare and conduct 8 Major surveys annually</p>	<p><b>Reporting Period:</b> 2016 - 2017  <b>Target Met:</b> Yes  Survey results are available on College Data website. (09/28/2017)</p> <p><b>Related Documents:</b>  <a href="#">CCSSE</a>  <a href="#">NCCBP</a>  <a href="#">CCFSSE</a>  <a href="#">2 Orientation, 3 Registration, 3 Graduation</a></p>	
	<p>S2.4 - Provide internal training and assistance for individual and program based research</p> <p><b>Target:</b> 2.4.1 - Provide 1 series on training assistance</p>	<p><b>Reporting Period:</b> 2016 - 2017  <b>Target Met:</b> No  No training provided (09/28/2017)</p>	<p><b>Improvement:</b> OIE will go over with VPIEQA to determine steps in achieving this issue in the future (10/01/2018)</p>
<p><b>AUO3_2016-2017 - Evaluation -</b>  Provide and disseminate critical data and reports.</p> <p><b>AUO Status:</b> Active  <b>AUO Assessment Cycle:</b> 2016 - 2017  <b>Start Date:</b> 10/01/2016</p>	<p>S3.1 - Provide training for non-academic programs TracDat input and monitoring of progress against outcomes</p>	<p><b>Reporting Period:</b> 2016 - 2017  <b>Target Met:</b> Yes  Training was provided by the Dean of Assessment. (09/28/2017)</p>	<p><b>Improvement:</b> Find ways to link training documentations to office website. (10/01/2018)</p>

*Administrative Unit  
Outcomes*

*Assessment Strategies*

*Results*

*Improvements*

**Inactive Date:** 09/30/2017

**Target:** 3.1.1 - Provide 1 report and evaluation of training sessions for non-academic program use, implementation and monitoring of progress

S3.2 - Assist with planning and evaluation of 1 college policy

**Target:** 3.2.1 - Produce 1 evaluation of college policy

**Reporting Period:** 2016 - 2017

**Target Met:** No  
No movement (09/28/2017)

**Improvement:** OIE will meet with administrators to determine whether to continue with the process or develop new or other plans (09/28/2017)

**AUO4\_2016-2017 - Data & Reporting**

- Provide and disseminate widely critical data needed for evidence based decision making.

**AUO Status:** Active

**AUO Assessment Cycle:** 2016 - 2017

**Start Date:** 10/01/2016

**Inactive Date:** 09/30/2017

S4.1 - a) Prepare and distribute 1) semester reports, 2) quarterly reports, 3) annual report for internal and external consumption, 4) IPEDS fall, winter and spring reports and distribute key data internally and externally; enhance reporting of data for the college and comparison data with similar colleges; and 5) Provide periodic "Did You Know" data of high interest to the college

**Target:** 4.1.1 - Complete at least 90% of reports to be distributed with in time frame: 3 semester data reports, 4 quarterly report, 1 annual report, and 3 sets of IPEDS reports

**Reporting Period:** 2016 - 2017

**Target Met:** Yes  
Survey results are available on College Data website. (09/28/2017)

**Related Documents:**  
[Semester Reports](#)  
[Quarterly Reports](#)  
[IPEDS](#)

S4.2 - Respond to data request and needs of the college and programs

**Target:** 4.2.1 - Complete 90% of data request response within 3 days

**Reporting Period:** 2016 - 2017

**Target Met:** Yes  
OIE prepare and disseminate data requests within 3 to 5 working days. All requests are logged and distributed. (09/28/2017)

**Improvement:** OIE will work with ITO to develop a website showing all the requested data. (01/31/2018)

<i>Administrative Unit Outcomes</i>	<i>Assessment Strategies</i>	<i>Results</i>	<i>Improvements</i>
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S4.3 - Continually update the IRPO website to provide the latest data, plans and reports for the college

**Target:** 4.3.1 - Complete 95% of 12 monthly updates IRPO website with latest data.

**Reporting Period:** 2016 - 2017

**Target Met:** Yes

OIE is currently updating its website on a monthly basis or whenever is needed. (09/28/2017)