



**College of Micronesia-FSM**

YAP | CHUUK | POHNPEI | KOSRAE

# INSTITUTIONAL EFFECTIVENESS & QUALITY ASSURANCE BOARD REPORT

AUGUST  
**2025**

Prepared & Presented By:

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HR MANAGER / ACTING VP/IEQA

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Publications and Graphics Office

[www.comfsm.fm](http://www.comfsm.fm)



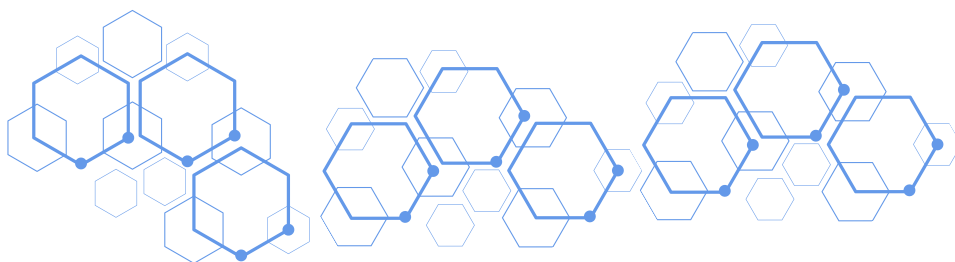
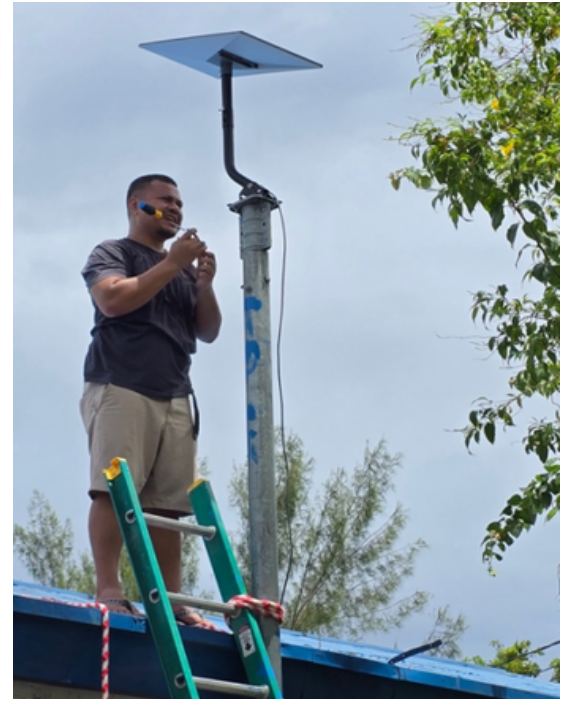
# INFORMATION TECHNOLOGY & DIGITAL TRANSFORMATION



The Information Technology division continues to make substantial progress in modernizing the college's digital infrastructure and enhancing its operational resilience across all campuses. One of the most notable achievements this quarter is the expansion of Starlink satellite internet services to Chuuk Campus, following successful deployments in Kosrae and CTEC. At Chuuk, the new gateway server and Starlink terminal were installed alongside high-capacity battery backups, enabling the campus to implement a dual-provider model—routing all Wi-Fi traffic through Starlink while maintaining FSMTC for LAN traffic. This configuration has significantly improved internet uptime and created a fault-tolerant environment, reducing dependency on a single service provider. At CTEC, the completion of integration efforts has made it the first campus to fully transition to a Starlink-optimized wireless network. Across all sites, outdated switches and legacy cabling are being replaced with gigabit-capable hardware and structured cabling (Cat6), unlocking higher speeds and better support for remote learning and cloud services.

In parallel with infrastructure upgrades, COM-FSM has advanced its cloud and AI initiatives. Pilot implementations of Google Workspace's Gemini features include AI-powered assistance for document generation, meeting minutes, and workflow automation. A test deployment of an AI transcription tool called Otter.AI is underway for SLT and Executive meetings, significantly reducing the manual burden of note-taking and improving record accuracy.

From a governance standpoint, the IT unit continues to align with institutional strategy through updated policy development and risk management planning. A proposed AI policy has completed internal review and will be presented to the Board for endorsement. Concurrently, a review and consolidation of outdated IT policies is in progress to ensure alignment with evolving digital practices. The department is also addressing persistent issues around Wi-Fi to streamline the user experience while maintaining secure access. These cumulative efforts reflect the college's commitment to building a robust, future-ready digital ecosystem that enhances academic delivery, administrative productivity, and institutional resilience.





Thank you for the opportunity to present the latest updates from the Office of Institutional Effectiveness (OIE). As shared during the last Board of Regents (BOR) meeting, OIE remains committed to supporting the college's data-driven decision-making by continuously enhancing our Power BI dashboards and reporting tools.

Below are three key developments that have taken place since the last BOR meeting:

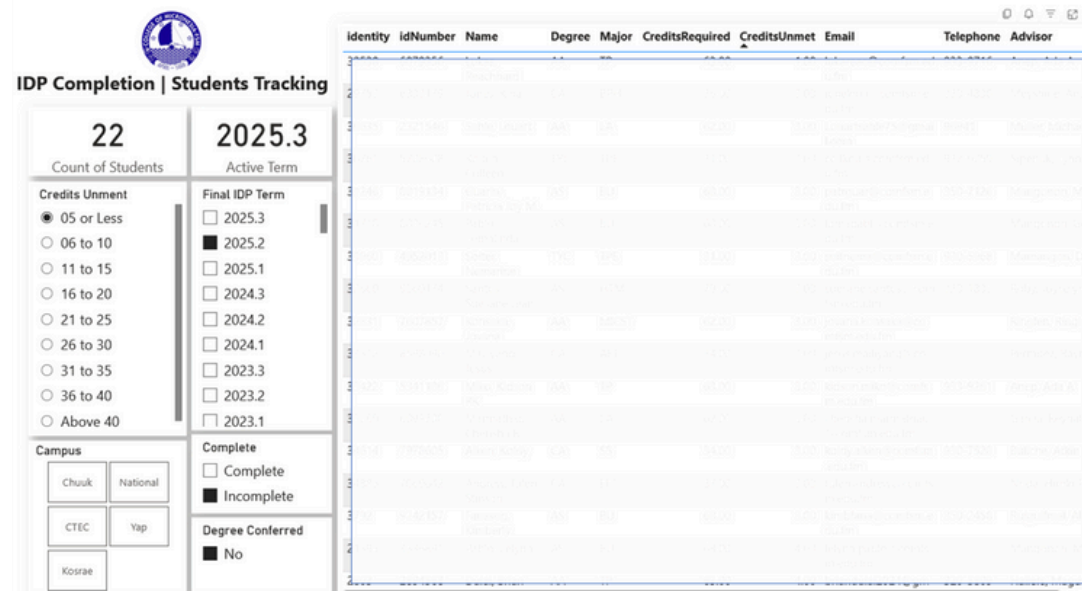
## 1. Student Tracking Dashboard Based on IDP Completion

OIE has developed a new dashboard to support the tracking of students based on their Individual Development Plan (IDP) completion data. This tool enables the Vice President for Instructional Affairs (VPIA) to extract student-level data filtered by variables such as unmet credit requirements, campus, and other relevant criteria.

Key Features:

- Real-time tracking of students' unmet credits
- Filtering by campus and other demographics
- Useful for academic planning and intervention

Screenshot below demonstrates the dashboard interface:



## 2. Targeted Early Registration Reports

Following the Fall semester early registration period, OIE provided three targeted reports to VPIA and the Dean of Academic Programs (DAP). These reports aim to identify and re-engage students who are close to completing their degrees but have not registered.



## Reports Provided:

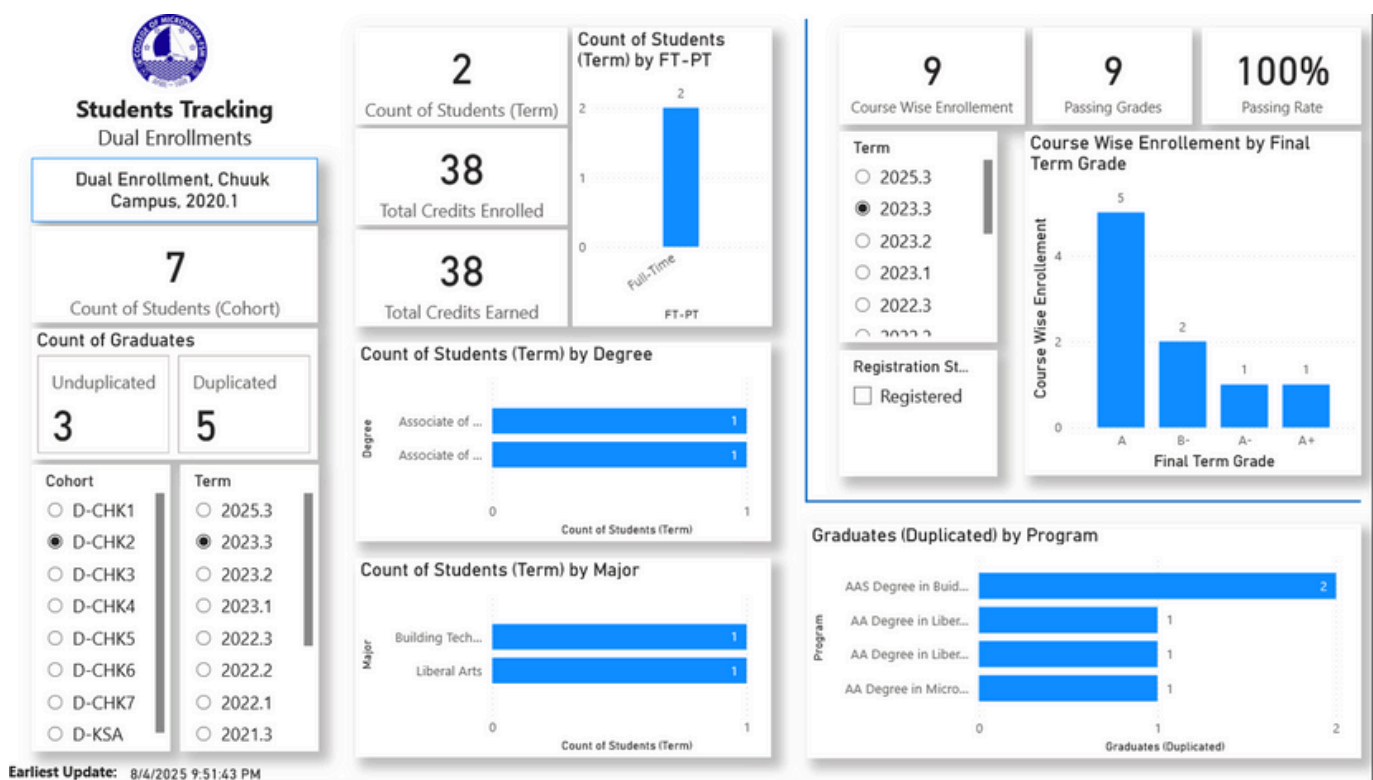
- 1. Summer-Fall Gap:** List of students who enrolled in the summer term but did not register during early registration for fall.
- 2. Near Completers (<5 Credits):** Students from the past five years with fewer than 5 credits remaining to complete their degree, who have not registered.
- 3. Near Completers (6-10 Credits):** Students from the past five years with 6 to 10 credits remaining, who have not registered.

Each report includes student contact information and their assigned academic advisor, enabling proactive outreach to encourage degree completion. This initiative is expected to impact enrollment and graduation rates positively.

## 3. Dual Enrollment Student Performance Dashboard

A new Power BI dashboard has been developed to monitor the performance of dual enrollment students. This tool provides a comprehensive view of student progress and academic outcomes, supporting collaboration between high schools and the college.

Screenshot below demonstrates the dashboard interface:



## 4. Strategic Plan Tracking Application

OIE has launched a new application designed to monitor progress on the college's Strategic Plan. This tool integrates Power BI, Google Drive, Google Sheets, and Google Apps Script to provide a streamlined interface for tracking activities under each Actionable Implementation Plan (ACIP).

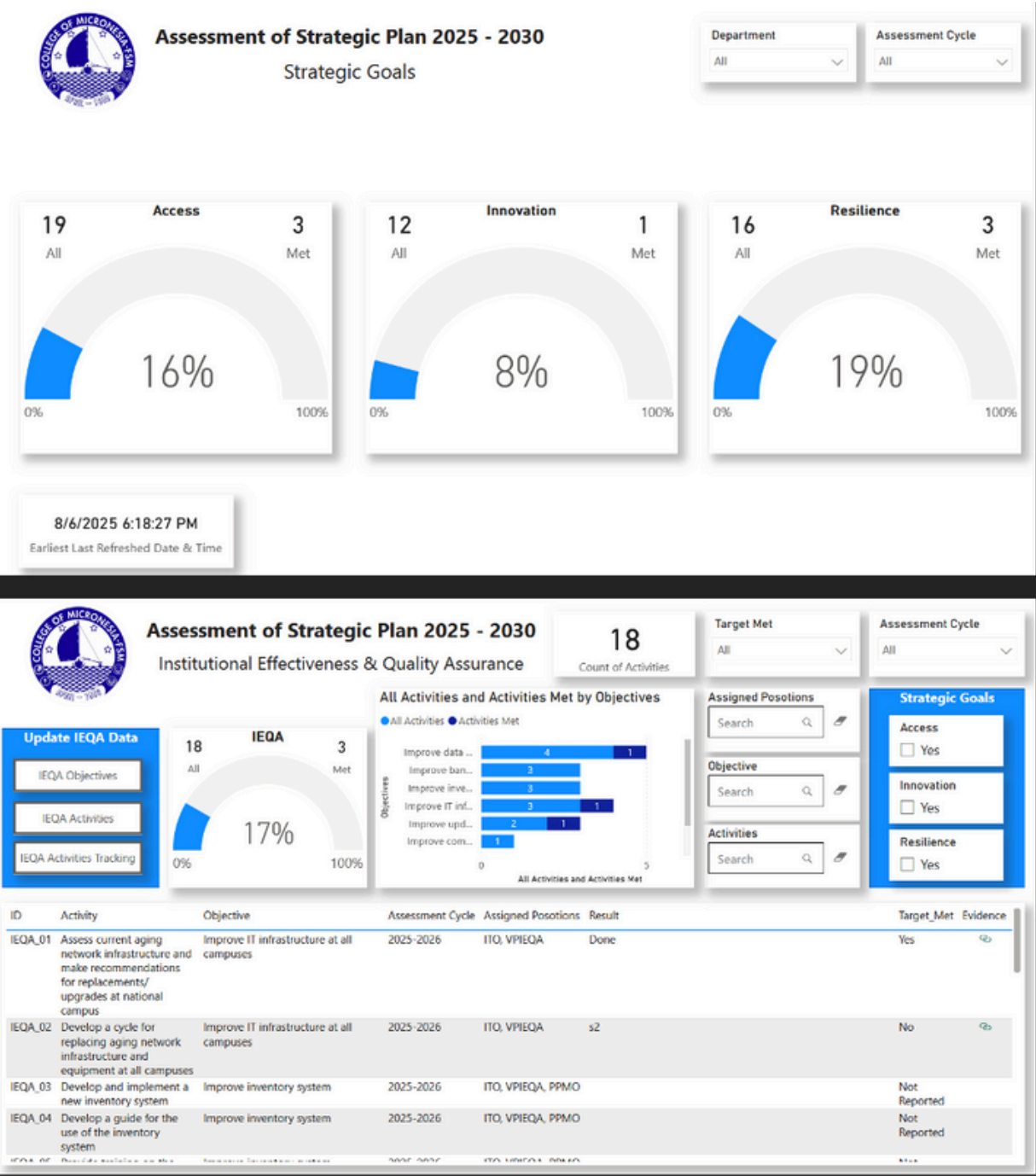
Capabilities:

- Tracks progress on strategic initiatives
- Aligns with the college's mission, vision, ACCJC standards, and KPIs
- Simple and accessible interface for ongoing updates and monitoring





Screenshots below show key components of the application:



These developments reflect OIE’s ongoing efforts to strengthen institutional effectiveness and support data-informed decision-making across the college. We look forward to continuing our collaboration with leadership and stakeholders to enhance student success and institutional performance.



## List of training courses

- Compliance Training
- HR Forms: Checklist & Routing
- How to Calculate Faculty Workload
- How to Use Google Workspace

April 2025 – Compliance Training

Participants: 46

Description:

This training was developed to address key compliance issues, including:

- Contractual obligations regarding start and end times for work
- Overall punctuality
- Timely notification of lateness as required
- Effective time management related to job tasks
- Start/end times commitment
- Punctuality
- Notification of lateness
- Time management for task performance

May/June 2025 – HR Forms: Checklist & Routing

Participants: 29

Outcomes:

- Complete HR forms correctly
- Review HR forms for accuracy and completeness
- Make corrections and assist others
- Route HR forms appropriately
- Access and locate required HR forms

July 9, 2025 – How to Calculate Faculty Workload

Participants: 14

Expected Outcomes:

- Calculate faculty workload accurately and consistently
- Complete workload forms correctly and completely
- Improve ability to submit accurate workload reports
- Increase familiarity with the policy and AP for guidance
- Access the appropriate workload forms

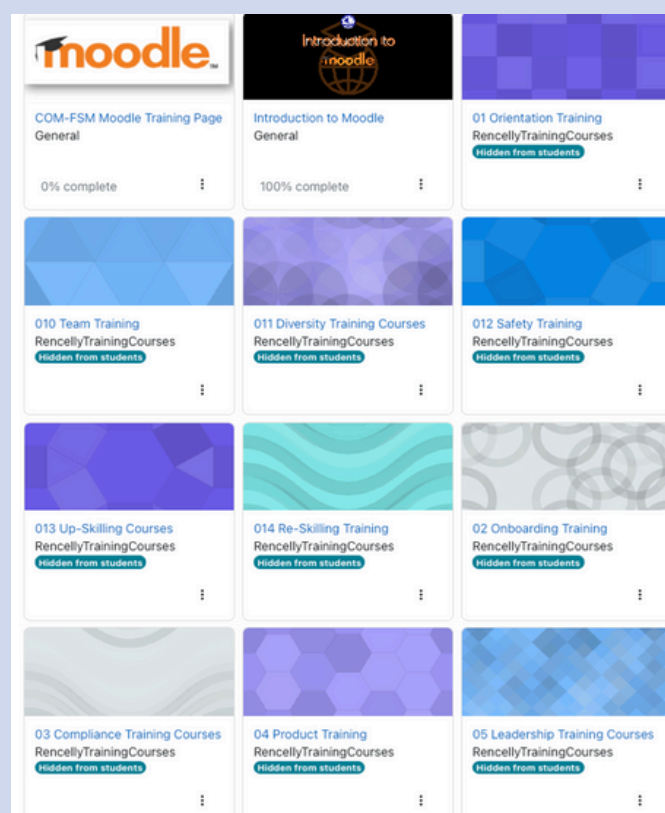
July 2025 – How to Use Google Workspace

Participants: 66

Expected Outcomes:

- Learn to create and edit new documents in Google Workspace
- Use communication tools within Workspace
- Share documents and collaborate online effectively

*Snapshot from Moodle*





## PUBLICATIONS & GRAPHICS



1. **Graphic Designs and Promotional Ads for the College** : The Publications and Graphics Office aggressively designs and promotes college ads and activities both in print and online.



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# REGISTRATION DATES

**FOR MORE INFORMATION**  
Please contact the Admissions Office or  
The Office of the Registrar at  
(691) 320-2480 extension 136  
or (691) 320-1065.

**REGISTER NOW** ✓

<b>Early Registration</b>	<b>July 7- July 11, 2025</b>
<b>New Student Orientation</b>	<b>August 6 - August 7, 2025</b>
<b>Regular Registration</b>	<b>August 11 - August 13, 2025</b>
<b>First Day of Instruction</b>	<b>August 18, 2025</b>
<b>Last day of add/drop courses</b>	<b>August 20, 2025</b>



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# Welcome

## NEW, TRANSFER, AND RETURNING STUDENTS

### FALL 2025 ORIENTATION

**August 7, 2025 | FSM-China Friendship Center**

**IMPORTANT NOTICE:**  
CTEC students will have their orientation at  
CTEC in the Student Services Center

**FOR MORE INFORMATION:**  
Please contact the Admissions Office or  
The Office of the Registrar at  
(691) 320-2480 extension 136  
or (691) 320-1065.



The University of Guam Drone Corps, supported by NASA Guam EPSCoR, NASA Guam Space Grant, and the Pacific Islands Climate Adaptation Science Center, will meet with interested professors and students to talk about UOG Drone Corps program and other opportunities.

## ATTENTION: DRONE ENTHUSIASTS

- Drone Mission for Educational and Research Purposes
- Team will perform a drone mapping of the National and CTEC Campuses Sites



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**NATIONAL CAMPUS VISIT SCHEDULE**  
WHEN: JULY 18, 2025 (Friday)  
TIME: 10:00AM - 11:00 AM (UPDATED)  
WHERE: English Lab Room 201

**CTEC CAMPUS VISIT SCHEDULE**  
WHEN: JULY 16, 2025 (Wednesday)  
TIME: 1:00PM - 2:00PM  
WHERE: CTEC Student Activity Room











# PUBLICATIONS & GRAPHICS



2. **Kamorale Newsletter**, the newest college publication. News from all campuses are highlighted and released every end of the month.

The Official Newsletter of COM-FSM

## Kamorale Sharks

ACCESS. INNOVATION. RESILIENCE.

VOLUME 1, ISSUE 2 | MAY 2025

College of Micronesia-FSM  
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### College Celebrates 81st Commencement Exercises

PALIKIR, POHNPEI – May 26, 2025 – The College of Micronesia-FSM (COM-FSM) proudly celebrated its 81st Commencement Exercises and Graduation Ceremony on May 22, 2025 at the FSM-China Sports Center. The Spring Graduating Class of 2025, operating under the inspiring theme "The Tassel is Worth the Hassle," saw 167 graduates capped from 24 diverse programs. These programs range from certificate levels to Associate of Arts and Science degrees, and Bachelor's programs, encompassing a wide array of fields such as electronic engineering technology, telecommunications, motor vehicle mechanics, hospitality and tourism, Micronesian studies, education, and agriculture & natural resource management.

CONTINUATION ON PAGE 2

### COM-FSM Choir Performs at the Grand Opening of the FSM Convention Center

The College of Micronesia-FSM (COM-FSM) Choir delivered a powerful and moving performance at the grand opening of the Federated States of Micronesia (FSM) National Convention Center on May 19, 2025. The Nannwarki of Sokehs, His Majesty Herculano Kohler and Nanalek Sokehs, Her Highness Susanna Kohler presided over the opening with other traditional leaders. The historic occasion, attended by national leaders, diplomats, and community members, was made even more memorable by a special appearance: COM-FSM President Dr. Theresa Korovuilavono joined the choir in song, exemplifying a deep commitment to students, culture, and community.

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The Official Newsletter of COM-FSM

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ACCESS. INNOVATION. RESILIENCE.

VOLUME 1, ISSUE 3 | JUNE 2025

College of Micronesia-FSM  
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### CRE Launches Student-Managed Raised Bed Farms at the National Campus

PALIKIR, POHNPEI – As part of our ongoing Youth and Families Program, the Center for Entrepreneurship (CRE) has launched a new initiative this June to support student-led food production at the College of Micronesia-FSM. The Center kicked off this project with the Student Organization of Yap, where 14 student interns came together to build a raised bed farm—a model that will soon be replicated in Chuuk, Kosrae, and Pohnpei.

These raised bed farms will grow:

- Eggplant
- Cucumber
- Tomatoes
- Taro

CONTINUATION ON PAGE 2

### REGISTRATION DATES AND MORE

Early Registration	July 7 - July 11, 2025
New Student Orientation	August 5 - August 8, 2025
Regular Registration	August 11 - August 15, 2025
First Day of Instruction	August 18, 2025
Last day of add/drop courses	August 20, 2025

SAVE THE DATE

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3. **Kaselehlie Press**: College activities and highlights are continuously being highlighted and promoted through our page at KPRESS.

The Kaselehlie Press

## College of Micronesia-FSM

Yap | Chuuk | Pohnpei | Kosrae

### Yap Campus Celebrates 25 Years of Upward Bound Program and Summer Bridge Graduation

(YAP-FSM) July 28, 2025  
COM-FSM Yap Campus recently marked a significant quarter-century milestone, celebrating the 25th anniversary of its Upward Bound Program on July 19, 2025. The event also honored the latest cohort of students graduating from the program's Summer Bridge component. Established in 2000 under the leadership of then-Dean Louie Bobman, the Upward Bound Program at the College of Micronesia-FSM Yap Campus has been instrumental in supporting first-generation and low-income students from Yap.

High School. Funded by the U.S. Department of Education, the program delivers comprehensive academic, personal, and social services designed to prepare participants for successful transitions to higher education. A cornerstone of the Upward Bound initiative is the Summer Bridge program, which provides high school students with a unique opportunity to engage in on-campus, college-level coursework. This immersive experience allows students to acclimate to a university environment, enhance their self-assurance, and earn academic credits, thereby smoothing their progression from high school to higher education. The 2025 celebration not only paid tribute to the program's enduring legacy over the past 25 years but also recognized the accomplishments of this year's Summer Bridge graduates, who are now more prepared for their collegiate journeys.

### EMPLOYMENT OPPORTUNITIES

**Accountant IV (Pohnpei)**  
Provides oversight to the accounts payable, accounts receivable and payroll areas of the Business Office. Performs general investigations and financial statements required. Prepares monthly bank reconciliations for all cash accounts. Researches adjusting journal entries on all reconciling items for the books to reconcile with the bank balances, before and after journal entries on payroll records and ensure accuracy of amounts and statutory deductions.

**Instructor - Chemistry (Pohnpei)**  
Teaching 12-15 contact hours with one to four preparations in the area of science teaching courses primarily to chemistry and other natural science courses within qualification of the candidate. Teaching classes in accordance with the goals and objectives of the course as described in the course outline. Maintaining accurate records of student attendance and student learning outcomes/grades, in accordance with COM-FSM regulations. Submitting records to instructional coordinator after the end of the semester/instruction.

**COM-FSM ENDOWMENT FUND**  
The College of Micronesia - FSM is an equal opportunity employer. FSM Citizens are encouraged to apply.

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The Kaselehlie Press

## College of Micronesia-FSM

Yap | Chuuk | Pohnpei | Kosrae

### REGISTRATION DATES AND MORE

Early Registration	EXTENDED TO JULY 25, 2025
New Student Orientation	August 5 - August 8, 2025
Regular Registration	August 11 - August 15, 2025
First Day of Instruction	August 18, 2025

### EMPLOYMENT OPPORTUNITIES

**Public Health Instructor (Pohnpei)**  
Teaching 12-15 contact hours with one to four preparations in the area of science teaching courses primarily to public health and other natural science courses within qualification of the candidate. Teaching classes in accordance with the goals and objectives of the course as described in the course outline. Maintaining accurate records of student attendance and student learning outcomes/grades, in accordance with COM-FSM regulations. Submitting records to instructional coordinator after the end of the semester/instruction.

**Instructor - Marine Science (Pohnpei)**  
Teaching 12-15 contact hours with one to four preparations in the area of science teaching courses primarily to marine science and other natural science courses within qualification of the candidate. Teaching classes in accordance with the goals and objectives of the course as described in the course outline. Maintaining accurate records of student attendance and student learning outcomes/grades, in accordance with COM-FSM regulations. Submitting records to instructional coordinator after the end of the semester/instruction.

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## College of Micronesia-FSM

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### Hydroponics Systems Taking Root in Schools Across FSM

As part of our ongoing commitment to youth empowerment and sustainable food production, the Center for Entrepreneurship (CRE) is proud to announce the installation of new hydroponics systems at key youth-focused institutions across the FSM:

- **Makelashim High School (MHHS) in Pohnpei**
- **Xaver High School in Chuuk**
- **Yap Future Center in Yap**

These systems are being established to support hands-on learning in climate-smart farming, with the goal of preparing students for the upcoming academic year. Schools in Chuuk and Yap have already started growing crops, and students are gaining practical skills in sustainable food production. This project is part of our Youth and Families Program, which aims to build life and livelihood skills among young people and promote family involvement in productive activities. It also supports our Marketing and Exports Program, helping youth understand value chains, market standards, and how local produce can become a viable income source. We're not just growing crops—we're growing knowledge, confidence, and opportunity! Stay tuned as these systems become active learning hubs in the next school year and continue to inspire the next generation of agriculturists.

### EMPLOYMENT OPPORTUNITIES

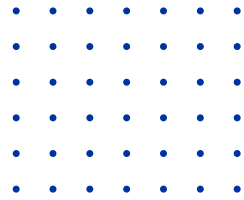
**System Specialist (Hardware Support) (Pohnpei)**  
The Institutional Researcher plays a vital role in supporting a culture of evidence-based planning, continuous improvement, and informed decision-making across the College of Micronesia-FSM. The Researcher is responsible for the collection, analysis, interpretation, and dissemination of quantitative and qualitative data related to the College's academic programs, student outcomes, institutional effectiveness, and strategic goals.

**Aquaculture Extension Agent (Kosrae)**  
Under the general direction of the COM-FSM Extension Program, the agent is responsible for the Aquaculture Extension Program in each state in coordination with other aquaculture agents. The agent plans, organizes and conducts aquaculture workshops, meetings and demonstrations in the villages.

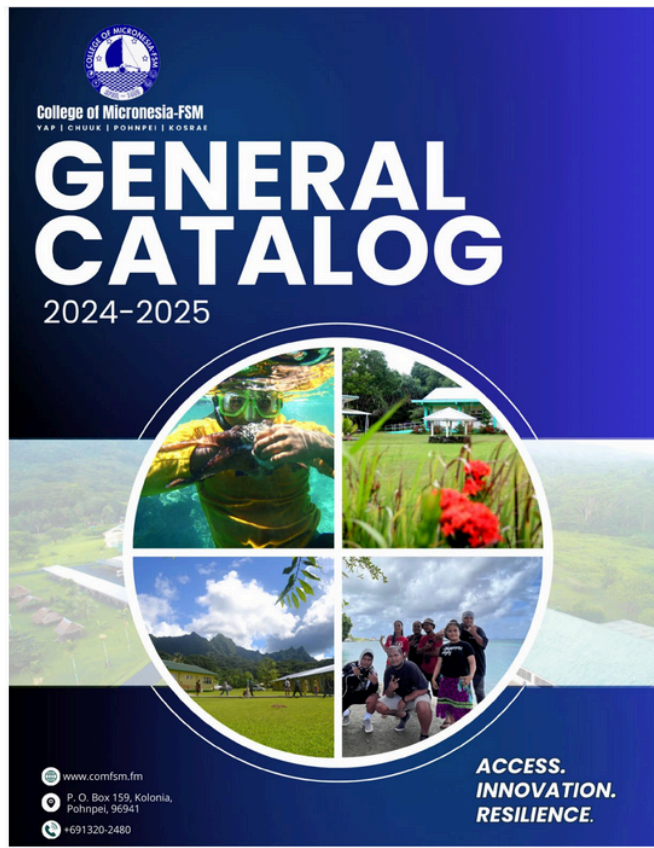
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4. **GENERAL CATALOG 2024-2025**, the college catalog is now available on the college's website.



5. **VIDEO PRODUCTIONS:** P&G Office Continues to produce video productions for various college events, which is posted on the college's Social Media Pages. (Linked below)

<https://www.youtube.com/watch?v=LrNNiIP8QM8>

