Department for Instructional Affairs

Report to the Board of Regents

November 2026

IA
MISSION STATEMENT

"The department for instructional affairs is the center for academic activities of the college that is committed to student success and achievement by providing leadership and guidance in all instructional affairs across all site through continually sustaining the quality of academic and career & technical educational programs and improving learning support services, strengthening faculty and staff, and collaborating with internal and external stakeholders."

New Bridge Simulator for FSM-FMI

DONATED BY THE NIPPON FOUNDATION
INSTALLED NOVEMBER 3, 2026

The FSM Fisheries & Maritime Institute (FMI) completed the installation of, and training on, a brand-new Bridge Simulator on November 3, 2026. The Nippon Foundation donated the system to replace FMI's aging simulator, giving cadets modern, realistic ship-handling and navigation practice without leaving Yap.

Engineer Johnny Ong of Wartsila (Singapore) installed the simulator with the support of the Japan Association of Marine Safety (JAMS). Capt. Pine Timoteo, Mr. Watanabe (Marix), Dean Lourdes Roboman, IC Alvin Sinem, IT's Mr. Pius Mirey and Mr. Yoshitada Nozawa (JAMS) took part in the handover.

The simulator arrives as FMI trains its largest cadet pipeline yet:

- 34 first-year cadets are completing Basic Safety and Watchkeeping & Rating, including live sea survival and firefighting exercises.
- 16 second-year cadets are in Class 5 Navigation and Marine Engineering.
- Cadets train hands-on through simulator, sea survival and firefighting exercises that meet international STCW requirements.

The new equipment builds directly on August's historic graduation of FMI's first Class 4 officer cohort, made possible through Japanese grant aid and technical cooperation — continuing a partnership that is building an FSM maritime workforce trained to international STCW standards.



Sea survival exercise for first-year FMI cadets.



The new Bridge Simulator, donated by the Nippon Foundation and installed by Wartsila with JAMS support.



Firefighting exercise for first-year FMI cadets.

A Glance At IA Inside Reports

- Spring 2027 Offerings & 16 Course Outlines
- Library Use and Instruction Results
- Instructional Design & Staff Training
- First National Trade Certification Exams
- Nursing Pathways in Chuuk & Kosrae
- New AMS Assessment Training Module

IA_GOAL_4. Assure stakeholders collaboration.

IA_AUO_1. Provide guidance to development, delivery, and enhance quality of all instructional programs to meet high standards of quality and relevance.

16 Course Outlines Approved

Instructional Affairs continues to keep courses current. The VPIA endorsed and approved 16 Course Outlines (COs) this cycle, and every one carries documented Curriculum Committee (CC) endorsement and VPIA approval dates.

16	16/16	16/16
course outlines approved	followed the review sequence	with CC and VPIA dates

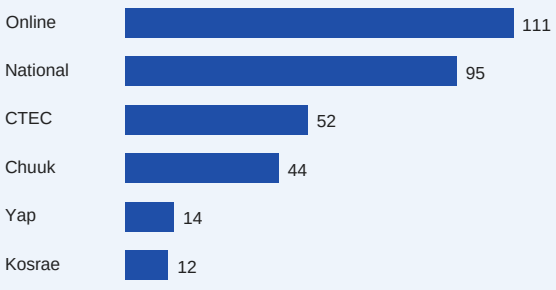
All 16 records follow the required chronological review sequence, a clear improvement over the previous cycle: no reviewer acted before the one ahead of them. The records do show a long gap between DAP submission to the CC and CC endorsement.

Next step: Orient Program Coordinators, Instructional Coordinators, the DAP and the DCTE at the start of each academic year to reinforce the review sequence.

Spring 2027 Course Offerings

328	7,370	51.7%
sections offered	seats available	of enrollments are online

Sections by Campus, as of Early Registration



Online sections span 25 subjects, led by BA (20), SS (16) and ED (12).

Distance Learning Leads

Online courses make up 33.8% of all sections and draw 51.7% of all enrollments. Business Administration, Social Science and Education offer the most online sections.

Educational Technology in October

The Educational Technologist checked the preliminary Spring 2027 National Campus schedule and caught scheduling and data errors before courses were set up in SIS and Moodle. Fixing them early saves time and rework.

The Educational Technologist also:

- Tested an upcoming LMS upgrade (Moodle 5.3) with Prof. Dana Lee Ling and IT Director Dhiraj Bhartu, checking question banks and assignment submissions ahead of the upgrade
- Cleaned up duplicate student accounts

Protecting Students During Disruptions

Emergency Leave

When a Social Science faculty member went on unexpected emergency leave, the Educational Technologist built a grading plan so students' courses could continue without disruption.

Flu Outbreak in Kosrae

On October 7, the Governor of Kosrae issued Executive Order No. 02-26, suspending in-person classes because of rising influenza-like illness cases.

After review by the Kosrae Campus Management Team, the campus moved online on October 12. Instruction, essential services and student access to campus resources continued.

Employees kept their regular hours and pay through on-campus work, approved remote work and staggered schedules.

IA_AUO_2. Provide support for the efficient management and development of all library resources and collections across state campus libraries to meet diverse user needs.

Library Databases and Collections

The Learning Resources Center (LRC) renewed its online databases and print subscriptions for 2025–2026. The libraries keep both electronic and print resources in several formats, so students and faculty with different learning needs at every state campus can find what they need.

Usage reports show the databases continue to be used. To keep improving, the LRC plans to add at least three new online databases each year to support academic programs across the COM-FSM state campuses.

The libraries are also keeping track of what is on the shelves. On October 27, Kosrae LRC staff finished checking the physical collection and identified 57 missing call numbers for follow-up. In October, the Kosrae LRC recorded 274 patron uses, including 249 computer uses for general applications or online classes.

Supporting PIALA 2026 in Pohnpei

LRC staff worked with members of the Libraries, Archives & Museums of Pohnpei (LAMP) to raise funds for the 35th annual Pacific Islands Association of Libraries, Archives and Museums (PIALA) conference. The conference was held in Pohnpei in November 2026, and the LRC's partnership with LAMP helped make it a success.

Helping Faculty Find Research

On September 24, the Kosrae Campus LRC Director worked with eight faculty members on finding research through online databases. The LRC then shared tutorials for Academic OneFile, EBSCO and JSTOR with all Kosrae faculty, so they can return to them when preparing classes.



Kosrae faculty explore online research databases with the LRC Director, September 24.

Library Use in September

12,739	2,301	502
patron visits	computer uses	reference questions

Across all five campus LRCs.

In September, the five campus libraries recorded 12,739 visits, 2,301 computer uses and 502 reference questions. Students rely on the LRCs for study space, computers and research help.

Library Instruction Works

5	85%	+50%
class sessions	of students improved	rise in average score



Pre- and post-tests on catalog searching, databases, scholarly articles and citations.

LRC staff taught 5 library instruction sessions and tested students before and after each one. 85% of students improved, and average scores rose by half, from 7.6 to 11.3 out of 15. The biggest gains were in catalog searching, database searching and spotting scholarly articles.

Collections Across Five Libraries

112,289	77,982	5
volumes	titles	campus libraries

Kosrae LRC completed a full shelf inventory in October.

COM-FSM's five campus libraries hold 112,289 volumes and 77,982 titles. Kosrae LRC finished a full shelf inventory in October, so missing items can be tracked and replaced.

IA_AUO_3. Provide support for ongoing professional development to enhance instructional effectiveness and learning support services.



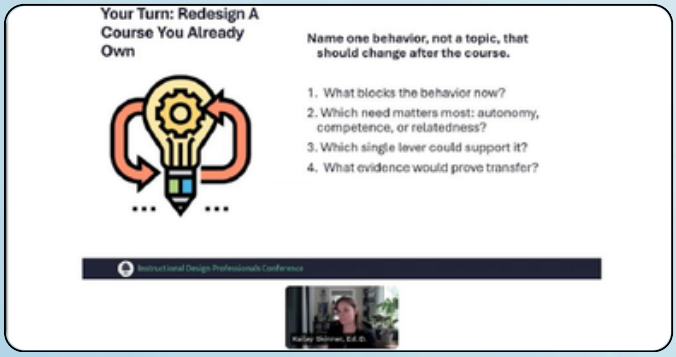
The Educational Technologist coordinated COM-FSM's participation in the 2026 Instructional Design Professionals Conference, a two-day virtual conference run by Magna Publications on September 15–16.

Instructional design is the practice of planning courses so students actually learn: clear goals, the right activities and fair assessments.

At the VPIA's direction, every campus sent a representative:

- Chuuk: Prof. Dorsalina William
- CTEC: Dr. Nelchor Permitez
- Kosrae: Prof. Penina Tulensru
- Yap: Dr. Rhoda Velasquez
- National: Prof. Mayleen Wichep
- Administration: IC Taylor Sehpin
- Educational Technologist: Fiji Phillip

Because the live sessions ran from about 1:00 to 7:30 a.m. FSM time, attendees can watch them on demand through December 16. Participants who complete the conference earn a digital badge from Magna Publications.



A virtual session from the conference

ATALM 2026 Conference

Chuuk LRC staff member Jayleen Kokis was selected as a funded participant for ATALM 2026, the conference of the Association of Tribal Archives, Libraries, and Museums, held at the Spokane Convention Center. It brings together people who run Indigenous libraries, archives, museums and cultural centers to share how communities can protect and pass on their history, language and traditions.

zSpace Training

zSpace consultant Leslie Lewandowski trained CTEC staff on zSpace, a 3D learning system. The CTEC Dean took part and CTEC IT staff assisted.

The college then showcased zSpace to NDOE, PDOE and public high schools on October 29, and Madolenihmw High School students made a site visit on October 30. The equipment and training came through the FSM-SCU pilot exam project.

QGIS Mapping Training

CTEC hosted a five-day training in QGIS, free software for making and analyzing maps, from 9:00 a.m. to 4:00 p.m. each day. It was offered through SOAR (Strengthening Opportunities for Adaptive Response), a program of Catholic Relief Services. SOAR ran the same workshop at the Yap campus in August. Participants included FSM Telecom staff and CTEC faculty. Each nominee had to pass a pre-assessment to get a seat, and those who completed the course received a certificate.



QGIS training at CTEC with FSM Telecom staff

Over the week, trainees learned to:

- understand how maps and location data work
- enter, draw and edit map data
- link maps to spreadsheets and databases
- bring in GPS readings from the field
- analyze land, terrain and satellite images
- choose the best site for a project
- lay out finished maps

To support the training, CTEC IT installed QGIS on every computer in Lab 11. CTEC faculty who completed it went on to design tactile graphing tools so visually impaired students can learn graphing by touch.

IA_AUO_4. Establish a new or strengthen existing internal and external stakeholder collaboration to enhance educational opportunities and outcomes

Kosrae Drone Pilots Take Flight

At the September 25 ceremony, Kosrae's beginner drone trainees showed the audience what six weeks of practice had made possible. They flew a simulated search-and-rescue mission and demonstrated how aerial photographs can be turned into a 3D model — giving the community a way to see what these skills could mean for emergency response and mapping on the island.



Outdoor flight practice, beginner drone course.

Participants valued the hands-on instruction and asked for more individual flight time in future offerings.

20	13	10
started the course, 16 employed	completed practical flight	earned course certificates



Kosrae drone training participants at the outdoor practice site.

Building Pathways for Chuuk Nurses

On September 8, the VPIA, the Acting Campus Dean and the former Acting IC met with Director of Health Services Bosco Buliche and Elinor Setik Sos. They shared the college's plans for in-service nursing students to complete their program requirements without leaving work and family to study abroad.



Meeting with Chuuk Health Services, September 8.

A main focus was identifying a space at the hospital for a lab where nursing students can complete upper-level science courses that require lab work.

A Lab Partnership With Chuuk DOE

On September 9, the VPIA, Acting IC William and Acting Dean Samuel met Acting DOE Director Keres Petrus to discuss how the department might assist the college in the future, including a partnership on a lab in the Chuuk High School Vocational Building.



Meeting with Chuuk DOE Acting Director Keres Petrus, September 9.

Equipping Kosrae's Nursing Program

On October 13, Kosrae Campus submitted a $15,000–$22,000 proposal (before shipping) for equipment and supplies for its existing nursing program. Items were ranked by instructional priority so a prospective donor can see which purchases would help students first if only partial funding is available. The request was under consideration at the end of October.

IA_AUO_4. Establish a new or strengthen existing internal and external stakeholder collaboration to enhance educational opportunities and outcomes

Teacher Certification Reform With NDOE

COM-FSM partnered with the National Department of Education (NDOE) on a full review of the FSM Teacher Certification Policy and the National Standardized Test for Teachers (NSTT). Over a five-phase, six-month timeline, the project identified policy and testing gaps and recommended regional best practices, certification content, and alignment of college coursework with teacher standards.

10	5	6
recommendations shared	project phases	months of work

FACSSO Meeting, October 26–28

VPIA Ehmes represented President Koroivulaono, a seated member, at the FSM Association of Chief State School Officers (FACSSO) at the PDOE Conference Room, where all 10 recommendations were shared. Next steps include baseline counts and timelines for upgrading non-certified teachers, joint COM-FSM teacher cohort recruitment, JICA math guidance in state plans, FedSIS reporting tools, and El Niño planning for academic calendars.



FACSSO members

First Aid From Kosrae Health Services

On October 2, Chief Doctor Judith Panapasa and her Kosrae Health Services team taught first aid and emergency response to Mayjay Serious's PH079 students. A second session on October 22 covered cleaning and dressing wounds. Students learned these skills from the people who respond to emergencies on the island.



PH079 students learn first aid from Kosrae Health Services.

Community and Industry Partners

FSM Skills Certification Unit: CTEC hosted the first pilot trade certification exams (Oct 20–22). 33 examinees tested in Electronics, Electrical, Telecommunication, PC Repair, and Refrigeration & AC, with support from FSM R&D, FSM NDOE and the World Bank.



Examinees during the FSM-SCU pilot trade exams at CTEC, October 20–22.

U.S. Military: AED and CPR training at Chuuk Campus for students, staff and faculty, recommended for Pre-Nursing and Basic Public Health students.



AED and CPR training at Chuuk Campus.

Internal Collaboration

Office of the President: The Educational Technologist joined President Koroivulaono and BOR Chair Lynn Sonden to present "Strategic AI for Community Colleges" at the ACCT Leadership Congress in Chicago (Oct 22). The session showed how a small college can run its own AI on hardware it owns, keeping costs low and student data private. About 30–40 trustees and leaders attended.



President Koroivulaono and Educational Technologist Fiji Phillip present at the ACCT Leadership Congress in Chicago, October 22.

Workforce Development Office: The Educational Technologist also assisted in setting up Data Management Fundamentals, an 18-hour course for college employees built by WDO and OIE, on Moodle.

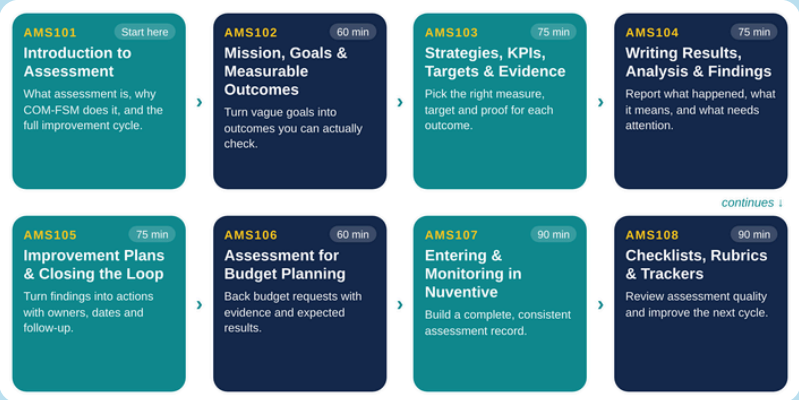
IA_AUO_5. Implement systematic assessment protocols in support of equitable student achievement.

Assessment Made Practical: The AMS Training Module

Prof. Marlene Mangonon developed the Assessment and Nuventive Platform Training (AMS), a self-paced module that teaches COM-FSM employees to plan, measure and improve their work using evidence. It opens with an introduction to assessment (AMS101), followed by seven sections of activities (AMS102–AMS108). It's built for anyone responsible for assessment:

- faculty and program coordinators
- instructional coordinators and campus deans
- administrative unit leaders
- committee members

Each section follows the same four steps: understand, practice, apply, assess. Learners watch a narrated lecture, pause for hands-on exercises, fill in a worksheet, and finish with a quiz. Every example comes from COM-FSM work, from a BA270 marketing plan rubric to an Instructional Coordinator's report checklist.



From Mission to Money

The module follows assessment from start to finish. Learners begin by turning broad goals into outcomes they can actually check (AMS102). They then choose the right measures and targets (AMS103), report results honestly (AMS104), and turn findings into action plans with owners and deadlines (AMS105). Later sections connect evidence to budget requests (AMS106), show how to enter a complete record in Nuventive (AMS107), and close with tools for judging the quality of assessment work (AMS108).

Outcomes, Not Activities

A key lesson of the module is the difference between doing something and showing it made a difference. "Four workshops were held" is an activity. "Report quality rose from 70% to 88%" is an outcome. The module also stresses that assessment is never finished once a target is met: every cycle ends by asking, "Did the change work?"

Why We Assess: VPIA Training at Chuuk Campus

VPIA Ehmes brought assessment training to Chuuk Campus on September 9 and 11, built around one question: Why do we need the assessment cycle? Over two sessions, faculty and support staff worked through how setting outcomes, measuring results and acting on findings helps students learn and programs improve.

The training gives Chuuk faculty a shared starting point for the AMS Training Module and for reporting assessment results in Nuventive.



Chuuk Campus faculty and staff at the assessment training with VPIA Ehmes.



Post-training group photo