

# Palau Community College

## 2012 Annual Report



*We Guarantee Quality and Excellence*

Accredited by Accrediting Commission for Community and Junior Colleges of  
Western Association of Schools and Colleges

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# President's Letter



It is a pleasure to present the 2012 Palau Community College Annual Report.

As we reflect upon the past year, I am very proud of the achievement made by our College community. This is attributed to the dedication, hard work, and leadership of our Board of Trustees, faculty, and staff. PCC is well placed for a strong and dynamic future, one in which the College continues to deliver its mission of meeting technical, academic, cultural, social, and economic needs of students and communities by promoting learning opportunities and developing personal excellence.

As we keep moving forward through this tough economic times and financial uncertainties, we remain committed to safeguard our priorities- our students, our people, and the strength of our educational programs. As a result, our responsibility extends far beyond PCC campus as we educate and train learners to live productive lives and certainly contribute to our community.

As we build upon our dedication to serve you and many accomplishment across the campus, we know that difficult choices lie ahead and that we still need your support more than ever. We extend our invitation to you to be part of our college story.

We look forward to working with you in the future as we continue to renew our enthusiasm to build knowledge and upgrade employability skills to enable our nation's workforce to meet community and global job market demands.

Your continuous support to Palau Community College is equally important to the success of our mission.

Ke Kmal Mesulang.

A handwritten signature in black ink, appearing to read 'Patrick U. Tellei'.

Patrick U. Tellei, EdD  
President

# Board of Trustees



**BILUNG GLORIA G. SALII**  
CHAIRPERSON



**MASA-AKI N. EMESIOCHL**  
VICE CHAIR



**VALERIA TORIBIONG**  
SECRETARY/TREASURER



**DR. EMAIS E. ROBERTS**  
MEMBER



**REV. BILLY G. KUARTEI**  
MEMBER



**ASHLEY UMETARO**  
STUDENT TRUSTEE

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The Board of Trustees guides Palau Community College in carrying out its institutional commitment to accomplish goals as stated in the vision, mission statement, and the 15-Year Institutional Master Plan. It provides stability and ensures continuity to the institution by protecting the College from political and external pressures. It sets institutional policies and works with the College President to champion excellence and innovation for generations of students in Palau and the Micronesian region.

The Board of Trustees believes in advocating higher education opportunity to equip students with the academic skills needed to transfer to four-year colleges and universities, and to enhance technical skills to meet workforce expectations in rapidly changing local and global job markets.

The Student Trustee is a voting member elected by the student body to represent the students in the College's governing body.

# History

1927 - 1944 Mokko School

*Japanese Administration*

1948 - 1955 Palau Intermediate School

Mr. Sadang N. Silmai, First Principal

*Palau District - Trust Territory of the Pacific Islands*

1955 - 1968 Palau Vocational School

Mr. Sadang N. Silmai, Principal

*Palau District - Trust Territory of the Pacific Islands*

1968 - 1970 Micronesia Occupational Center

Mr. Max Jones, Director

*Palau District - Trust Territory of the Pacific Islands*

1969 - 1977 Micronesia Occupational Center

Mr. Wilhelm R. Rengiil, Deputy Director

*Palau District - Trust Territory of the Pacific Islands*

1970 - 1972 Micronesia Occupational Center

Mr. Norval Marsh, Director

*Palau District - Trust Territory of the Pacific Islands*

1972 - 1986 Micronesia Occupational College

Mr. Wilhelm R. Rengiil, President

*Palau District - Trust Territory of the Pacific Islands*

1981 Micronesia Occupational College

Mr. Henry J. Hoff, President

*Palau District - Trust Territory of the Pacific Islands*

1986- Micronesia Occupational College

Rev. Billy G. Kuartei, Interim President

Member, College of Micronesia Board of Regents

1986 - 1997 Micronesia Occupational College/Palau Community College

Mr. Francis M. Matsutaro, President

**1993**

**Palau Community College Republic of Palau RPPL No. 4-2**

1998

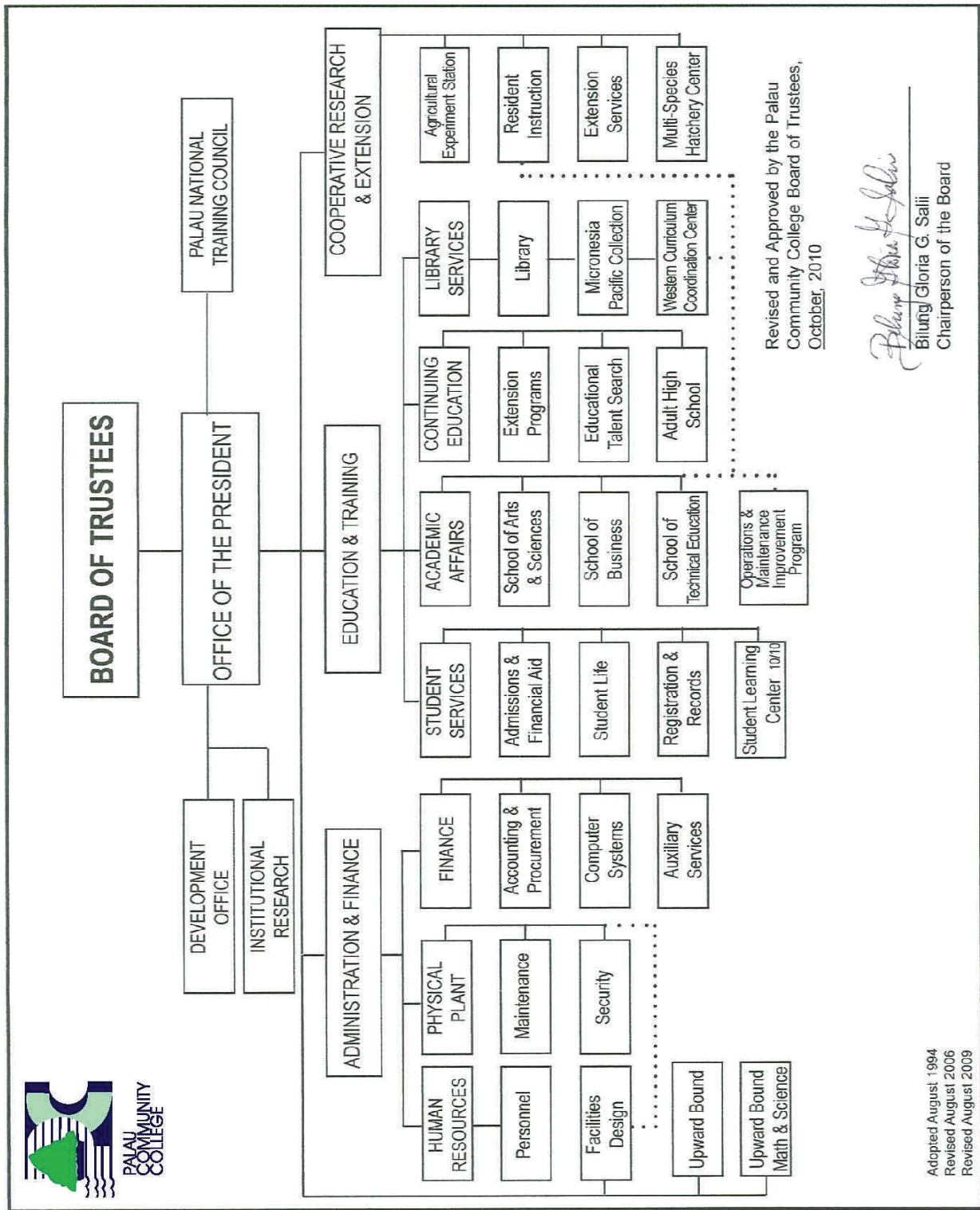
Mr. Mario H. Katosang, Interim President

1999 - Present

Dr. Patrick U. Tellei, President

First MOC/PCC Alumnus





Revised and Approved by the Palau  
Community College Board of Trustees,  
October, 2010

*Bilung Gloria G. Sali*  
Bilung Gloria G. Sali  
Chairperson of the Board

Adopted August 1994  
Revised August 2006  
Revised August 2009



## **VISION**    - *Where We Want To Be*

We guarantee quality and excellence.

## **MISSION**   - *Who We Are and What We Do*

Palau Community College is an accessible public educational institution helping to meet the technical, academic, cultural, social, and economic needs of students and communities by promoting learning opportunities and developing personal excellence.

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# **15-YEAR INSTITUTIONAL MASTER PLAN 2009-2024**

## **Strategic Directions**

### **Strategic Direction 1: Student Success**

PCC will intensify its effort to enhance existing programs and services, as well as develop new ones, all in an effort to improve student success.

### **Strategic Direction 2: Institutional Culture**

The institutional culture of PCC will be one that embraces planned changes to continually improve and links the mission and vision in guaranteeing quality and excellence.

### **Strategic Direction 3: Resources**

The College will diversify and increase resources to provide quality programs and services, facilities, technology, and human resources to support its mission and goals. The College will be prudent in the allocation of resources to support operations and in support of its short, medium and long range plans in line with the strategic directions and mission of the College.

### **Strategic Direction 4: Culture of Evidence**

The College will provide data driven assessment which generates accurate and reliable information, identify specific evidence of its efforts in strategic areas, analyze that evidence, and use its findings to make planning and resource allocation decisions as the basis for continuous improvement.

The Institutional Master Plan provides the direction of the College to enhance and provide more programs and services as well as the structural improvement of facilities for student access and success. The Plan also clarifies the vision directions of integrated planning and decision making as the College leadership and all College entities work together to achieve college-wide improvements and build endowment capacity.



# **Institutional Learning Outcomes (ILO)**

## **ILO 1: Critical Thinking & Problem Solving**

Analyze and solve problems by using informed judgment based on evidence, sound reasoning and/or creativity to differentiate facts from opinions and to specify solutions and their consequences.

## **ILO 2: Communication**

Effectively communicate, both orally and in writing, thoughts in a clear, well-organized manner to persuade, inform and/or convey ideas in academic, work, family and community settings.

## **ILO 3: Quantitative and Technological Competence**

Use mathematical skills appropriate to our technological society by analyzing and solving problems that are quantitative in nature and by utilizing technology for informational, academic, personal and professional needs.

## **ILO 4: Diversity**

Distinguish and defend differences in cultures and behaviors between oneself and others by demonstrating respect, honesty, fairness, and ethical principles in both personal and professional life.

## **ILO 5: Civic Responsibility**

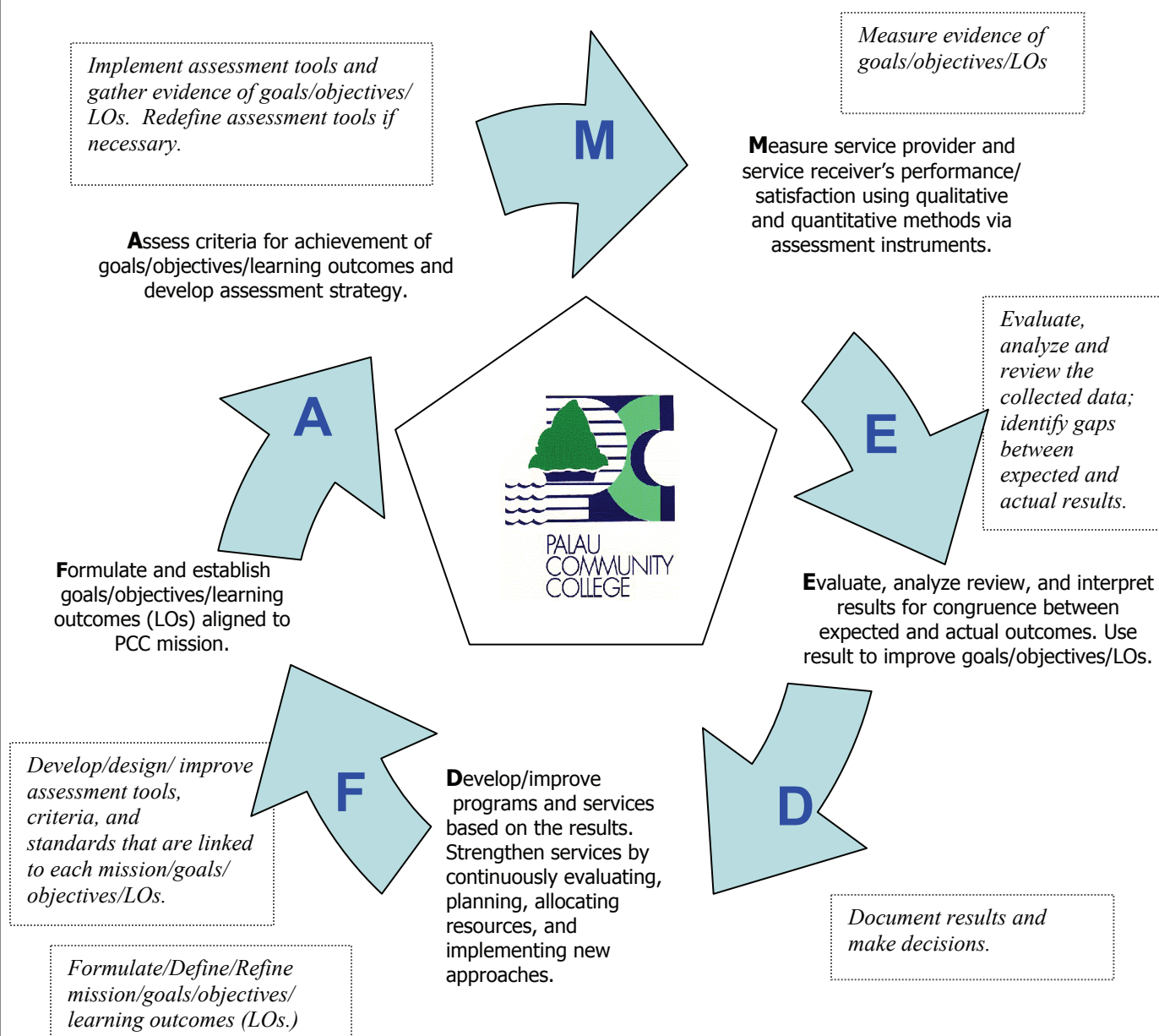
Apply the principles of civility and morality to situations in the contexts of healthy family, work, community, environment and the world.

## **ILO 6: Aesthetics**

Apply numerous means of inquiry to experience and appreciate the values of arts and nature.

# Institutional Assessment

**FAMED** is the institutional assessment, planning and implementation process. This process requires all governance structure, including those at academic and non-academic programs; department and program levels to evaluate on a regular basis their services and overall effectiveness.



## Executive Committee

The Executive Committee (EXCOM), the College's management team, is composed of the College President and heads of the College's departments/divisions and programs. It is responsible for planning and decision making protocols pertaining to the flow of human, facilities, technology, and financial operations of the institution.

The Executive Committee serves an effective means to gather information, deliberate, report, and discuss issues of concerns in monthly and/or special meetings. Members share information about their departments/ divisions' activities, and are responsible for sharing the meeting's discussions within their respective areas.

The Executive Committee identifies the evaluation reports and results for publications by the Institutional Research Office, and the means to report such results in College and annual publications or the local media. It also reviews and approves program recommendations for implementation.



Patrick U. Tellei, EdD  
Mr. Jay Olegeriil  
Mr. Thomas Taro  
Mr. Tutii-Elbuchel I. Chilton  
Mr. Sherman Daniel  
Mr. William O. Wally  
Ms. Kuye Belelai  
Mr. Tchuzie Tadao  
Mr. Clement Kazuma  
Ms. Hilda Ngiralmu  
Ms. Laura Mangham  
Mr. Bruce Rimirch  
Ms. Dahlia M. Katosang  
Ms. Ligaya Sara  
Ms. Alvina O. Marcil  
Mr. Omdasu T. Ueki  
Ms. Uroi N. Salii  
Ms. Vernice Rechebei  
Mr. Todd Ngiramengior  
Dr. Isebong M. Asang  
Mr. Ephraim Ngirachitei  
Ms. Fenny Seklii

President  
Vice President, Administration & Finance  
Vice President, Cooperative Research and Extension  
Dean, Academic Affairs  
Dean of Students  
Dean, Continuing Education  
Project Director, Upward Bound  
Project Director, Upward Bound Math & Science  
Director, Physical Plant  
Director, Student Life  
Project Director, Talent Search / Director, Learning Resources  
Director, Computer & Data Processing  
Director, Admissions & Financial Aid  
Institutional Research Analyst  
Director, Development Office  
Director, Human Resources  
Director, Finance  
Director, Student Learning Center (Learning Resource Center)  
Executive Assistant to the President  
President, Faculty Senate Association  
President, Classified Staff Organization  
President, Associated Students of Palau Community College

## Accreditation Liaison Office

In preparation for the college 2012 Follow Up report addressing four Recommendations from the Accrediting Commission for Community and Junior Colleges (ACCJC), the college Accreditation Steering Committee (ASC) reviewed the first draft of the 2012 Follow Up report in November 2011. The ASC continued working on the report and reviewed the second draft of the report in December 2011. The third draft of the report was reviewed by the ASC in January 2012 and was presented to the college President and the Board of Trustees for their review and approval. The 2012 Follow Up report was approved and certified by the college President and the Board of Trustees in February 2012. The report was mailed out to the Commission in early March 2012. Two representatives from the ACCJC visited the college in early April of 2012 and the Commission considered and approved the college report in June 2012.



The college submitted a substantive change proposal for a new academic degree program Science, Technology, Engineering and Mathematics (STEM) program in February of 2012 and received the approval of the program from ACCJC in May 2012. The new academic degree program STEM began its implementation in fall 2012. The college also submitted a substantive change proposal for its proposed Public Health degree program in May 2012 and received approval from ACCJC in November 2012. The Public Health program will begin its implementation in spring 2013. With the two new approved degree programs, the college now has twenty accredited degree programs.

In preparation for the college 2013 Midterm Report and the 2013 College Status Report on Student Learning Outcomes Implementation, the Accreditation Steering Committee (ASC) adopted their working timetable and began intense work on both reports in July 2012. The Accreditation Steering Committee reviewed the first draft of both reports in October 2012. The ASC continued its work on both reports for their submission in March 2013.



## We Guarantee Quality and Excellence

In April 2012, the Accreditation Liaison Officer (ALO) and Assistant Accreditation Liaison Officer (AALO) attended the 2012 Western Association of Schools and Colleges (WASC) Academic Resources Conference (ARC) in Orange County, California. The conference focused on more assessments, capstone assignments, and provided more in-depth knowledge of institutional effectiveness and closing assessment cycles.

In September 2012, the Accreditation Liaison Officer (ALO) attended the third ACCJC Accreditation Standards Public Hearing in Honolulu Hawaii for Pacific institutions where she presented the college's recommendations to the Accreditation Standards. The recommendations were presented to the ACCJC President Dr. Barbara Beno, Vice President Krista Johns, and other ACCJC Commissioners. During the same trip, the college Accreditation Liaison Officer attended the ALO workshop for Pacific institutions and the Pacific Postsecondary Education Council (PPEC) meeting along with the college President.

In October 2012, the college Accreditation Liaison Officer, Assistant Accreditation Liaison Officer and the Dean of Student Services attended the Strengthening Student Success conference in Costa Mesa, California. During this conference, the three college individuals attended different sessions and learned more ways to do assessments, types of assessments, and ways to improve student learning and institutional effectiveness.

The Accreditation Liaison Officer conducted fifteen different trainings and sessions throughout the institution this year. The trainings and sessions focused on topics which relates to Accreditation Standards, alignment of student learning outcomes at the course, program and institutional level, institutional assessment and planning process, asking right questions to receive needed information, institutional effectiveness and student success. The Accreditation office continues to conduct trainings and conduct follow up sessions to support student learning and institutional effectiveness.



## Development Office

### PCC ENDOWMENT FUND

The Endowment Fund is a way of affirming our belief and hope to sustain and improve programs and services for the enhancement of workforce skills in meeting current and future community demands and needs. This conviction reflects our visioned goals of an avenue for educational opportunities to enable the people of Palau and the Micronesia region to pursue their dreams and goals.

This determination opened a new vision to secure the financial stability of Palau Community College for the future. The Republic of Palau Public Law 4-50, authorized and signed into law on May 29, 1996, established the Palau Community College Endowment Fund.

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### Highlight

#### **PCC Recognized by APAFS** (Asia Pacific Association for Fiduciary Studies)

June 12, 2012, Senior Institutional Consultant presented the Endowment Summary Report for the period ending June 8, 2012. Mr. Daniel Roland who is also the Executive Director of Asia Pacific Association for Fiduciary Studies (APAFS) also presented a certificate to PCC President Dr. Tellei, recognizing PCC as a Member in Good Standing of the APAFS.

Mr. Roland presented PCC's Endowment Portfolio Review as of June 08, 2012 to Dr. Tellei, which reflects its Current Value of \$2,249,144.



President Tellei receives APAFS certificate from Dir. Roland

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Established in 2000, APAFS is a non-profit educational association with the aim of providing educational forums for fiduciaries in the region, so that they can better exercise prudent stewardship of the public funds entrusted to their care. Dr. Tellei is the Vice Chair of the association. Also serving on the APAFS Board of Directors for Palau are Vice President Kerai Mariur and Senator Mark U. Rudimch along with Education Minister Mr. Masa-Aki N. Emesiochl as a multi-national representative.



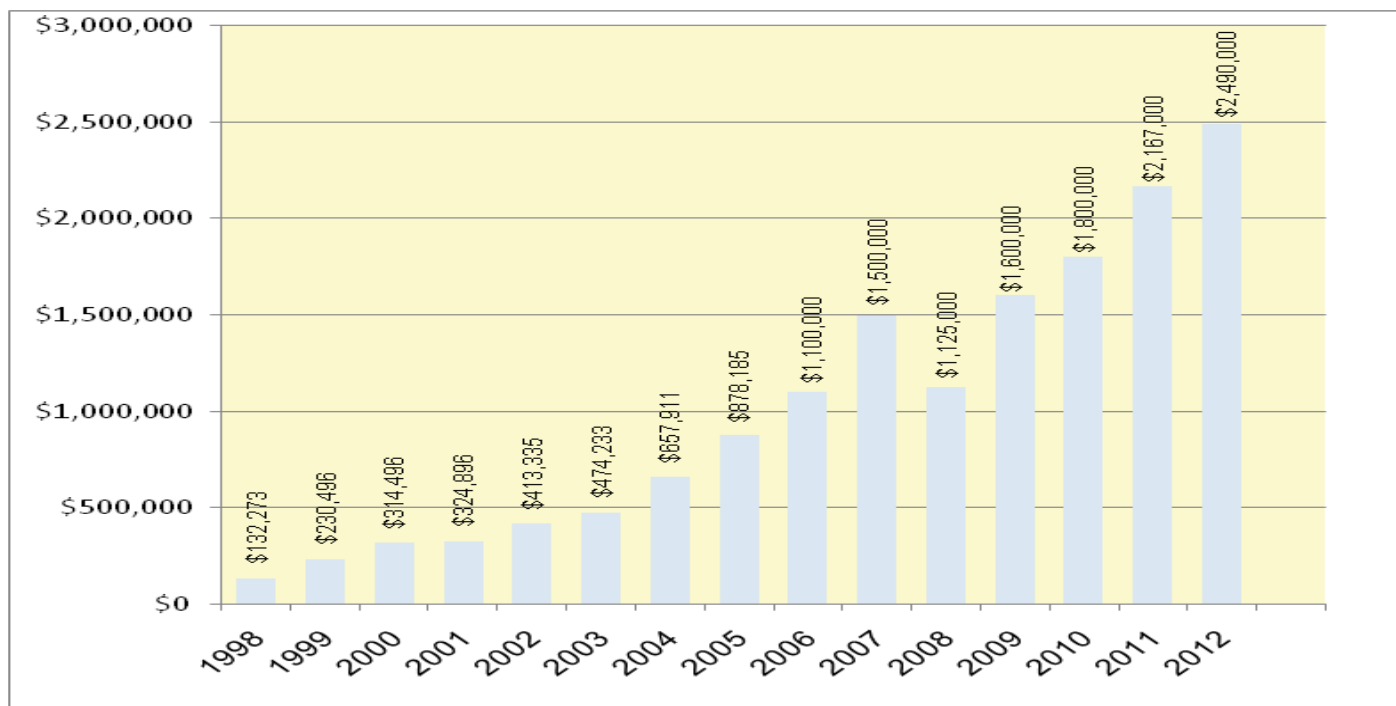
## Endowment Trend by Year

Year	Amount
1998	\$132,273 (\$100,000 - OEK)
1999	\$230,496
2000	\$314,496
2001	\$324,896
2002	\$413,335 (\$84,000—OEK)
2003	\$474,233
2004	\$657,911
2005	\$878,185
2006	\$1.1 Million
2007	\$1.5 Million
2008	\$1.125 Million (result of economic decline)
2009	\$1.6 Million
2010	\$1.8 Million
2011	\$2,167,000
2012	\$2,490,000

*"Because of my commitment to education, I am making herewith a donation of \$500.00 which I hope you will be able to add to the total raised so that it can top \$25,000.00!"*  
*Mrs. Sandra S. Pierantozzi*



*Melisa Ueda on behalf of  
 Mrs. Sandra S. Pierantozzi donated to  
 2011 Annual Endowment Fundraising*



*Donor support and contributions reflect the efforts of our students in Palau and the Micronesian region, faculty and staff, alumni, community leaders, and the people of Palau. The ROP National Government was the first donor and the highest single contributor to the PCC Endowment Fund.*



2012 PCC Fundraising Event

### 2012 Thanksgiving Raffle Fundraising

The PCC Board of Trustees, President Dr. Tellei, faculty and staff, and especially the students express their gratitude and appreciation to all the donors, supporters, and friends who contributed to the annual fundraising event that was held on Wednesday, November 23<sup>rd</sup>, 2011 at PCC campus.



Blue Bay donated to PCC Endowment Funds.

#### CASH DONATIONS

**\$1000 +**

Blue Bay Petroleum

#### Tickets

Hawaiian Belau Rock, Mabuchi Construction, NECO Construction Company.

#### CASH DONATIONS

**\$500 +**

Sandra S. Pierantozzi  
Hanpa Const. Dev. Co.



PCC receives donation from Bank of Guam

#### Tickets

Topside Service Station, IA Belau Co., Bank of Guam, Midtown Mobil Gas Station, Ngarachamayong Cultural Center, Pacific Family Medical Supply Inc., Palau Pacific Resort (PPR), PIE Printing, PITI

#### CASH DONATIONS

**\$200+**

Besure & Vicky Kanai  
Family Surgical Clinic



Dilbuil Kanai donated to PCC Endowment Funds

#### Tickets

Marcello Pierantozzi, Melissa Ueda, Salvador Remoket, Sandra Pierantozzi, 3W Ed Consulting Group, CTSI, Galaxy Builders, Koror State Government, NDBP, Ngerubesang Men's Club, Palau Mental Health Council, Palau Shipping Co, Sure Save Mart, NDBP, Sarah's YumYum Bar & Grill

#### CASH DONATIONS

**\$100 +**

Carlos Hiroshi Salii  
Sen. Alfonso Diaz  
First Commercial Bank  
Koror Elem. School (6<sup>th</sup>- 7<sup>th</sup>, 8<sup>th</sup> Grade)  
Papago Pacific Resort, Snack Stop



Ms. Samil receives donation from Surangel & Sons Co.

#### Tickets

Camille M. Reyes, Dante Rengiil, Dixie Tmetuchl, Harry Drier, Hasinto Asanuma, Ibedul Yutaka Gibbons, J. Uduch S. Senior, Lebuu James Littler, Minister Masa-Aki Emesiochl, ROP Pres. Johnson Toribiong, Renante Jusay, Rengiil Bros., Rose Ongalibang, Uroi Salii, Waisang F. Mariur, Wayne Adelbai, Yogi Liang

A&A Gas Station, Bem Ermii, Mechesil Belau, Morita Corporation, Palau Royal Resort, Palau Trading Co., Salii Law Firm, The Penthouse Hotel, The Taj Palau, U Corporation

### **CASH DONATIONS**

**\$50 +**

Caroline Skebong  
Del. Alex Merep  
Demei & Florence Obakrairur  
Min. John C. Gibbons  
Mr./Mrs. William Ngiraikelau  
Ngirchau Besure Kanai  
Rev. Billy Kuartei  
Sen. Raynold Oilouch

### **Tickets**

Akemi Anderson, Alex Ngiraingas, Arthur Garbiso, Bong Panaligan, Brengyei Katosang & TJ Remengesau, Del. Jonathan Isechal, Ebil Rekungil, Basilia Ubal, Gov. Aloysius Tellei, Hunter Yates, Jaret Reagan, Jeff Espinosa, Joe Giramur, Kebesei Mesubed, Ephraim Basilius, Keobel Sakuma, Mario Katosang, Oscar Bechesrrak, OuRois Luii, Sen. Kathy Kesolei, Sen. Regis Akitaya, Sen. Tommy Remengesau, Spyce Koshiba, Storm Koshiba, Teory Idechong, Tiko Smus, Uchel Sechewas, Uongruis Paulus, Warren Umetaro

### **CASH DONATIONS**

**\$10 +**

Ann & Mariah Lund  
Gov. Browny Salvador  
Mark Rubasch  
Saluai Salvador  
Sen. Hokkons Baules  
Uchel Paul Isimang



Hanpa Construction Dev. Co.  
donated to PCC Endowment.

### **Tickets**

Bill Ridpath, Doreng Latii Tellei, Hilda Ngiralmu, Omsauldukl Polycarp, Ephraim Basilius, Aggie Maech, Bibbie Kumangai, Bodo Skebong, Deureng Whipps, Dwayne Masami, Elilai Whipps, Jay Okada, Joel Taracatac, Gov. Leilani Reklai, Ligaya Sara, Rena Kloulechad, Richard Misech Jr., Sween Yamada, Techall Whipps, Frutoso Tellei, Alex Rudimch, Alfonso Mengloi, Anthony Rudimch, Baklai Temengil, Blanche Sali, Caroline Skebong, Clarence Masayos, Daniel Hanser, Dean Jr. Rudimch, Domin Ngiraibai, Edna Raymond, Del. Horace Rafael, Dr. Stevenson Kuartei, Elicita Morei, Emrei Kloulechad, Fritz Koshiba Jr., Fulda Naito, Galileo Saiske, Geraldine Rengiil, Godinez Renguul, Gov. Maria Gates, Gustav Sali, Harley Fletcher, Hedrick Kual, Hiroko Kishigawa,

### **Tickets**

Hope K. Ruluked, Ibuuch Tomoichi, Itaru Kishigawa, Jayden Faustino, Jeralda Koshiba, John Kebou, Joseph Yamaguchi, Joyce Ngirachitei, Julie Tellei, Kerreng Kloulechad, Kirk Anderson, Lanson Doktok, Leo Lacambra Jr., Limei Ruluked, Lourdes Sanchez, Lucy Tangelbad, Margarette Alexander, Marianne Temaungil, Mariar Adachi, Masao Oilouch, Maurine Alexander, Mechereng Kloulechad, Meichang Chin, Meikok Chin, Michelle Ueda, Midori Mersai, Mitchel Rekemesik, Mohammed Ali, Mrilang Rekemesik, Ngedikes Becheserrak, Ngirkelau Nora Singeo, Omrekongel Rekemesik, Presley Etibek, Rebecca Asanuma, Regina Paisang, Richard Saburo, Robert Ramarui, Sabo Esebei, Samantha Bells, Scott Weers, Skang Moded, Soai Ngirakesau, Tadao Ngotel, Tahndo Ncube, Tamara Hutzler, Tau'o Ngirmeriil, Telly & Telael Rosenth, Tim Mitchell, Titai Ebil Lawrence, Toiu Butelbai, Valerie Ikesakes, Vickie Luii, Vivian Pedro, Walker Umetaro, Willa Wong, Winfred Recheiungel, Yuri Kishigawa, Abel Maech, Alexander Rudimch, Alfonsa Koshiba, Aluka Kebou, Anabelle Tengeluk, Anaya Masang, Andrea Uchel, Angelina Suzuki, Anthony B. Rudimch, Arlyn Ignacio, Arsenia Ngiraklang, Ashley Umetaro, Bao Tellei, Mrs. Sandra Pierantozzi, Benedict Kintaro, Besul Aitaro, Carson (Gloria Mengloi), Cella Matthew, Charisse Ruluked, Charlene Kazuma, Sinton Soalabai, Chioko J. Polloi, Chris Batchelor, Daichi Kishigawa, Dalchi Kishigawa, Darius B. Ellis, Dean Rudimch, Derbei Meyar, Dildanges Sumang, Dilyolt Henry, Doleen Tell, Dolo Alonz, Eileen Midar, Eleanor Rafael, Elizabeth S. Kyota, Ellena Kebou, Elsei Tellei, Ephraim Ngirachitei, E-van Ongrung, Evelyn Ngirturong, Eydeline Ikeya, Fang Pei Lei, Fenny Seklii, Flora Dismas, Flora W, Gibson Towai, Ginger Chen, Grace Yalap, Gregory Meyar, Hanford Hank, Hermino Olkeriil, Holden Ruluked, Ignacio Akiwo, Isumchrrard K. Ngirairikl, Jayrald Bedana,

### **Tickets**

Jemmy Blelai, Jennifer Anson, Jennifer Yumang, Jerome Oiterong, Joan Demei, Joe Aitaro, Johaness Thing, John Kintaro Jr., John Myers, John Tarkong Jr., Jon Eriich, Joseph Torres, Junior Ruluked, Kedei Yaoch, Keyukl Siabang, Kimo Masang, Kliu Adachi, Kuye Belelai, Laureen Ruluked, Legislator Kyoko April, Leo A. Mendiola, Leona Tkel, Lesley Adachi, Li Dai, Linda Meyar, Loretta Wong, Lori Nelsen, Loyola Darius, Luani Ngiraked, Lusech Dismas, Lynn Takawo, Mahd Ngiramowai, Malou & Liza Paulus, Margie Buban, Margie Carlton, Marianne Espangel, Marie Nabeyama, Martha Koshiba, Mason Whipps, Maureen Renguul, Meira O. Rimirch, Mekreos Silil, Mena Eriich, Mesebeluu Ngiramowai, Mesiwal Madlutk, Mibuk Masang, Ivan Rudimch, Momoyo Adachi, Morton Sawaichi, Nanumi Toribiong, Natsko Ngiriou, NBAKA (Dilmae Saiske), Ngedikes Towai, Ngirkelau Olegeriil, Norman Sato, Obechou Merep, Oingerang Erungel, Olbangel Adachi, Olilai Temengil Chilton, Olkeriil Kazuo, Omsauldukl Polycarp, Ongor Adelbai, Orakiru Olegeriil, Osisang Chilton, Oya Dismas, Patrick Nestor, Paul Zipagan, Rawley Rechemang, Rebluud Tewid, Rengiil Bausoch, Rhea Rengulbai, Rhondalyne Ngirarorou, Richard L. Misech, Risel Uludong, Risong Andres, Rodney Omelau, Rolando B. Antonio, Romana Blailes, Rosang Masang, Rur Masang, Sallei Soalablai, Sandy Toribiong, Sechedui Takewo, Seit Andres, Senardo Ngirachelsau, Sheryl Pagador, Shirley Koshiba, Shorai Masang, Shraya Masang, Stan Tellei, Syne Masang, Tairi Kishigawa, Tauro Kishigawa, Techitong Adachi, Tellames Ephraim, Temael Kloulechad, Teresa K.D. Rudimch, Terra Nabeyama, Terry Idechong, Thomas Taro, Tomu Masang, Uah Masang, Umi Taro, Ush Luii, Vernice Rechebei, Virginia Ikeya, Ylong Ngemaes, Gov. Yoshitaka Adachi, Yuriko Nolan

### ***In-Kind Donations***

Carp Is. Resort  
Cliffside Hotel  
Computers Plus  
Danka Ledgerwood  
Diaz Broadcasting Co.  
Emaimelei Restaurant  
Feliz Skincare  
Galaxy Trading Co.  
Gibbons Enterprises  
KB Shell Inc.  
Kumangai Bakery  
Melusch-Dil Shop  
Morita Corp.  
Palasia Hotel  
Palau Beach Bungalows (Dr. Tellei)  
PCC  
PCC VP Thomas Taro  
PCC-CRE  
R & C Bait and Tackle  
Sonia's Beauty Salon  
Surangel & Sons  
Tiuladokow Woodshop (Dr. Tellei)  
United Airlines



Mrs. Remengesau donated to Endowment Fund.

The College receives and continues to raise funding to support the endowment fund through varied ways:

- Ten Percent (10%) of PCC Bookstore's Daily Sales
- Ten Percent (10%) of Monthly Proceeds From Market Vendors in PCC Bookstore
- Ten Percent (10%) of Sales From the Cafeteria Market Vendors
- Space Rental Sales

**RECIPIENTS OF  
FALL 2011 - SPRING 2012  
PCC-BASED SCHOLARSHIPS**

*Moylans Insurance*

Ms. Emily Kaleb  
Ms. Jurah Tellei

*Pierantozzi Scholarship*

Ms. Donna Ngiraungil  
Ms. Valerie William

*Prince Leeboo Scholarship*

Ms. Bridget Adachi  
Ms. Kornalis Thomas

*IP&E Scholarship*

Ms. Amanda Sasao  
Mr. Sukrad Sbal

*Roman Tmetuchl Scholarship*

Ms. Fenny Seklii  
Ms. Malari Ambai

*Deloitte & Touche Scholarship*

Mr. Christopher Isamu



## Institutional Research Office



IR analyst doing a presentation.

### Mission

To enhance institutional effectiveness by providing systematic, timely and accurate information along with analysis to support planning and decision making processes.

*Institutional Research Office (IRO) worked toward accomplishing the following goals for FY 2011-2012:*

### Key Objectives and Services Performed

The office executed a demanding workload of support-services during FY 2011-2012. During the course of the year, IR staffs provided support in areas of outcomes assessment projects, consultation on research design, survey development and administrations, preparation of decision making support materials, retention study and program/office evaluations.

Business Office Clients Survey

Cafeteria Satisfaction Surveys

Classroom Lab Evaluations

Counseling Services Feedback Survey

CSO, FSA, ASPCC, TRC Meetings

Maintenance and Security Unit Survey

Vocational Teacher's Apprentice Training Program Survey

Executive Committee Meeting Evaluations

Online Lab Evaluations

Recreation Unit Service User Survey

Student Evaluation of Instructors and Course

Student Housing Service User's Survey

Library Service Spring Evaluation

UBMS Summer Program Evaluation

Board of Trustees Annual Evaluations

A new software program (Remarks OMR 8) was procured by the office in Fall 2011 to collect and analyze questionnaires/survey forms via scanner. The tool accelerated the process of data entry and has ensured the quality and coherence of the acquired data. Likewise, the office also began using an online survey tool – Sogo survey to ensure a quick and easy collection of responses. The Maintenance and Security Unit Survey was administered online in July 2011.

IR office also used an IR Feedback form to track requests of data and services from clients. It ensured that results were completed in a timely manner as well assessed the services provided by the office.

- **Research Activities**

Research projects were undertaken to support decision making for the college, including, Freshmen Entrance Survey, Graduate Exit Survey and Retention Rate Study.

- **Institutional Publication**

The office has released the 2011-2012 PCC Fact book that provided facts and information about the college, its students, retention, graduation, finances, faculty and staff. The fact book is primarily based on fall data.



### **Institutional Strategic Plan**

IRO prepared the Master Plan Report Card an instrument used to monitor the implementation of the 15-Year Instrumental Master Plan. It provides up-to-date status of each goal/activity and effect decision making with respect for modifications to the plan, including resource allocation.

### **External Reporting**

IR Office provided and verified data for federally-mandated reporting requirements to the Integrated Postsecondary Education Data System (IPEDS). These data are used at the federal and state level for policy analysis and development; at the institutional level for benchmarking and peer analysis.

The office was also responsible for overseeing the coordination, collection and submission of information to College Board and Peterson's Annual College Survey.

### **Stanford Achievement Test 10**

Provide comprehensive report for 2012 Stanford Achievement Test (SAT) for Palau Private Schools (Elementary and High School). The report provides descriptive summary, trend and yearly comparison.

### **Affiliations**

Institutional Research Office is affiliated with the following agencies/bodies:

- AIR (Association for Institutional Research)
- PacAIR (Pacific Association for Institutional Research)
- Data Alliance member of REL (Regional Educational Laboratory)



IR attends IAC meeting



IR analyzing data for 2012 PCC Fact Book

## Administration & Finance

The Administration & Finance Department supports the mission of Palau Community College through effective management of the financial, human, physical, and technological resources of the College. It is also responsible for dining services and campus security.

The Vice President of Administration has worked closely with his management team to improve the delivery of essential services, coordinate all construction projects, and develop and implement maintenance programs for College facilities to ensure compliance to government and state regulations. The improvement effort is in line with the 15-Year Institutional Master Plan.

### Human Resources

#### Mission

The Human Resource Division (HR) is responsible for the recruitment, training, development and retention of PCC employees. Working in partner with our employees, HR hopes to keep PCC a competitive and desirable place to work for. We want all our employees to know that PCC's HR Division is an advocate for its most important resource – its people!

#### Personnel

The Human Resource Division has two full time employee:

- Director
- Personnel Manager

#### Programs and Services

- Coordinate annual employee performance and merit review.
- Responsible for the formation and renewal of employment contracts with the direction of the hiring or renewing department.
- Group Life Insurance and Health Insurance.
- Work to assist all departments/divisions by providing trainings as requested or supported by evaluations.
- Ensuring adherence with PCC's Personnel Rules and Regulations Manual.



Director Ueki attends Accreditation Follow-Up Report review meeting.

#### Highlights

- Moylan's NetCare Group Life Insurance Enrollment
- Calvo's Select Care Health Insurance Enrollment
- Annual employee recognition
- Group Life Insurance was reinstated.
- PCC joined the National Health Insurance.
- PCC Fitness program was implemented as a health-oriented strategy to address National Non-Communicable Diseases (NCDs) State of Emergency initiative.
- Customer service survey showed that services improved in 2011.
- Quarterly meetings with Vice President of Administration & Finance to discuss issues relevant to the unit area for solutions and improvements
- Noontime Seminars are conducted to all personnel by the college staff who received trainings abroad and in turn share these information to benefit individual employees.

## Professional Development

The Human Resources worked with Continuing Education and other offices to meet specific training needs of college employees.

### Evaluation/Assessment

- Periodic review of the Personnel Rules and Regulations Manual (PRRM) – Currently Ongoing.
- Improve and expand ongoing staff and faculty development programs – Currently Ongoing.
- Establish benefits for Faculty and Staff (group life/health/retirement).
- Have in place diverse, qualified and appropriately credentialed personnel – Currently Ongoing.

### Resources

Human Resources programs across the board focus on its people and here at PCC, we are not different. We continue to focus on recruiting, training, career development and retention of PCC's employees.



Employees receive English Writing Certificates

On December 22, 2011, PCC held its annual Christmas Luncheon for employees. The college presented employees with a certificate and a small token of appreciation and recognition for years of services in the following categories: 26 years, 25 years, 20 years, 15 years, 10 years, and 5 years.



BOT Chair Bilung Gloria G. Salii & Dr. Tellei presenting award to Don Hanser - 26 years of service.

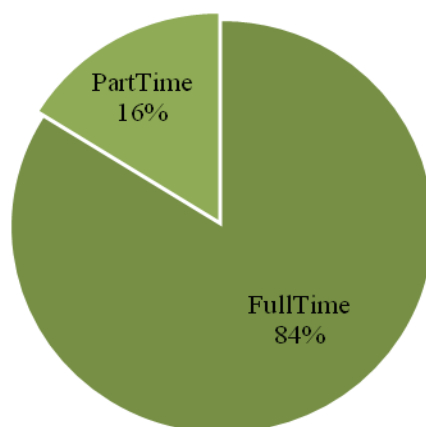


BOT Chair Bilung Gloria G. Salii & Dr. Tellei presenting award to Ann Sabra Ngirarorou - 26 years of service.

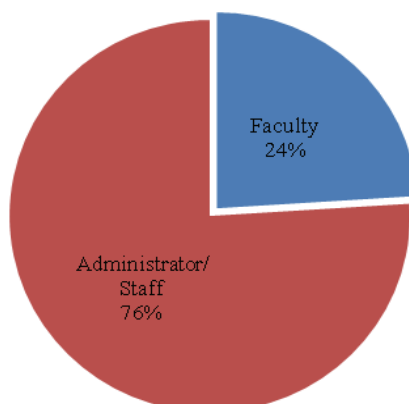
**Figure 1. Employment Status**

	<b>Full Time</b>	<b>Part Time</b>
<b>Faculty</b>	42	34
<b>Administrator/Staff</b>	135	0
<b>Total</b>	177	34

**Figure 2. Percent Distribution of Employees**



**Figure 3. Percent Distribution of Full Time Staff**





## Physical Plant– Maintenance

### Professional Development Trainings

1. National Science Foundation Alternative Energy – Rodney Kazuma, Yoshi Aki Okabe
2. Initial Damage Assessment Training – Clement Kazuma, Dawckins Dingelius
3. CPR Training – Wiles Tmecherur, Yoshi Aki Okabe
4. English Writing – Ann Sabra Ngirarorou, Mason Ngiramolau, Rodney Kazuma, Arbedul Koshiba, Yoshi Aki Okabe

### Service Area Functions

1. Custodial Services
2. Grounds maintenance and landscaping
3. General maintenance services
4. Air Condition and ventilation services
5. Plumbing
6. Sidewalks, steps and parking lots repair and repainting
7. Logistical support for all campus events
8. Building interiors and exteriors:
  - Containers Storage files
  - Maintenance Remodeling
  - Counseling Office Extension
  - Upward Bound Extension (Computer Lab)

### Completed Projects

- \*Repair and facelift of Day Care Center.
- \*Installation of Automotive Mechanic Technology (AMT) shop's grease pit"
- \*Renovation & redesign of the Business Office to be customer friendly.

### On-Going Projects

- \*Full repair of Dormitories in preparation for the new school year, including painting, electrical work, replacement of lockers & study tables.
- \*Preparation of classrooms for new school year.
- \*Campus beautification.
- \*Campus general clean-up and landscaping

### Security Services

Ensure the security of the students, staff and facilities.

### Community Services

1. Construct sign board/billboard for Mental Health.
2. Assist Women's Conference at Ngarachamayong Cultural Center.
3. Repair baseball net at Asahi Ball Field.
4. Building ground fence for Airai Fish Hatchery fence.



Cafeteria



Administration building



Classroom



PCC-CRE Hatchery

## Finance

### Mission

We provide our customers (Students, Employees, and the Community) service in professional cost-effective and innovative manner consistent with values of integrity, team work, stewardship, politeness and respect.

### Personnel

The Finance Division currently have five full-time personnel:

- Director of Finance
- Accountant Supervisor
- Student Account
- Account Technician (2)



Finance Division Staff

### Programs and Services

The Finance Division is responsible for the preparation of the overall College budget. It directs budgetary controls in disbursing, accounting and auditing of funds and maintains a system of financial and related statistical reporting. The Finance Division continues to monitor and assess its supporting services for improvements. In support of the green movement, the Finance Division is providing e-services for reports and forms requested by students, employees and the community.

### Professional Development

- Association of Pacific Island Public Auditors Training (APIPA)
- MIP SAGE Accounting Software Training
- Pacific Annual Financial Aid Workshop
- Asia Pacific Association For Fiduciary Studies

### Highlights

Finance goes green! In order to save trees and cut cost, the Finance Division has created e-forms for internal and external work orders, invoices, allotment forms, and leave forms.

Last year was the first year that the Finance collaborated with Upward Bound to have five (5) high school students work study for the purpose of exploring and learning basic accounting, typing and filing.



Finance Division Staff receive APIPA certificate



## Computer Systems

### Mission

To sustain a user friendly and accessible network service and computer systems which provide reliable and secured information for the functions of the College.

### Highlights

- Install separate 192 kbps DSL line for Educational Talent Search computer laboratory and office along with a new network Firewall. The new network firewall device is able to block or filter out unwanted website access. The Educational Talent Search Office network and Internet connection was expanded to include the 2<sup>nd</sup> floor of the Baderirt building. The 1<sup>st</sup> floor which was used as an office is now used as Student Computer Laboratory with wireless connection including the 2<sup>nd</sup> floor which is the Talent Search office.
- Install a separate DSL line to Tourism and Hospitality School of Excellence and connect their computers with wireless access connection.
- A new Server was procured to replace the Server for Registration and Records Office. This Server holds student enrollment records, courses offered and class scheduling as well as student billing accounts. The Student Information System that the college uses was upgraded to include a web based module called campus portal (CPortal) to accommodate faculty and advisors easy access to student records.
- The Continuing Education training room has a connection to the Internet through a wireless connection for their training purposes.
- The Asian American Native American Pacific Islander Serving Institutions (AANAPISI) grant procured 30 computers and 10 laser printers in summer 2012 to create a new computer lab. Computer Lab Rm. 61 was renovated and furnished to accommodate the 30 desktop computer including 10 printers.
- Procure Avira Antivirus professional with 150 licenses for all college staff and faculty computers.
- Procured new 25 laptop with Microsoft Office 2010 and Avira Antivirus Professional pre-installed for Faculty members.
- Institutional Research Office, Talent Search Office, Agriculture Office, Adult High School, and Distance Learning Center (Ksid) network switch were changed to manageable switch that runs on 100/1000kbps.

### Technology Plan

The college technology plan that was developed for 5 years, from year 2007 – 2012, ended in December 2012. The Technology Resource Committee (TRC) set a block time and went over the technology plan goals and objectives and revised it for the next five years. The 2<sup>nd</sup> cycle of the PCC Five year technology plan was approved in December 2012, for the next five years (2013-2017).

## Food Service

### Mission

To provide three (3) healthy meals a day in a clean and conducive environment to help promote the academic, cultural and social needs of students

### Goals

- The unit provides three (3) healthy meals a day to students.
- The unit provides a clean and conducive environment to ensure safety of its clients.

### Objectives

The two assessment tools, Client Satisfaction Survey and Suggestion Box Comments, are used to evaluate our services and to identify areas of improvement. It is the goal of this unit to achieve a 65% satisfactory rating based on these measurements, administered twice each semester.

- *Spring 2012 - Satisfaction Survey conducted on February 28, 2012*
- *Spring 2012 – Satisfaction Survey conducted on May 28, 2012*
- *Fall 2012 – Satisfaction Survey conducted on October 9, 2012*
- *Fall 2012- Satisfaction Survey conducted on December 10, 2012*

### Personnel

The Food Service has seven full time staff including supervisor, coordinator, supply clerk, lead cook, and three regular cook.

### Highlights

Student Meals

***Number of Servings: 15,840***

Other Services Provided

***Number of Work orders performed: 205***

Services provided to each activities from January to December 2012 at Palau Community College Cafeteria:

- Daily meals for students – Breakfast, Lunch & Dinner Spring 2012- 105 dorm residents
- Daily meals for students – Breakfast, Lunch & Dinner Summer 2012- 52 dorm residents
- Daily meals for students - Breakfast, Lunch & Dinner Fall 2012 – 112 dorm residents
- UBMS students – Lunch only (50 servings for five days per week) June 4 to July 11, 2012
- Vocational Educational Week – 385 servings
- Charter Day – 400 servings
- Graduation Day – 800 servings.
- Thanksgiving Luncheon – 700 servings
- Board of Trustees meetings and functions – 350 servings
- Student Services – 2,500 servings
- Operations & Maintenance Improvement Program (O.M.I.P.) – 200 servings
- Admissions & Financial Aid Office – 4,200 servings

## We Guarantee Quality and Excellence

- Student Life – 1,500 servings
- Cooperative Research and Extension – 1,800 servings
- Academic Affairs Office – 1,600 servings
- Upward Bound Programs – 200 servings

Various services provided through outside work orders.

- MECHESIL BELAU WOMEN'S CONFERENCE – 600 servings
- PALAU VISITORS AUTHORITY – 50 servings
- WORKFORCE INVESTMENT ACT – 250 servings
- BETHANIA HIGH SCHOOL – 240 servings
- PHS Class of 1983 – 400 servings

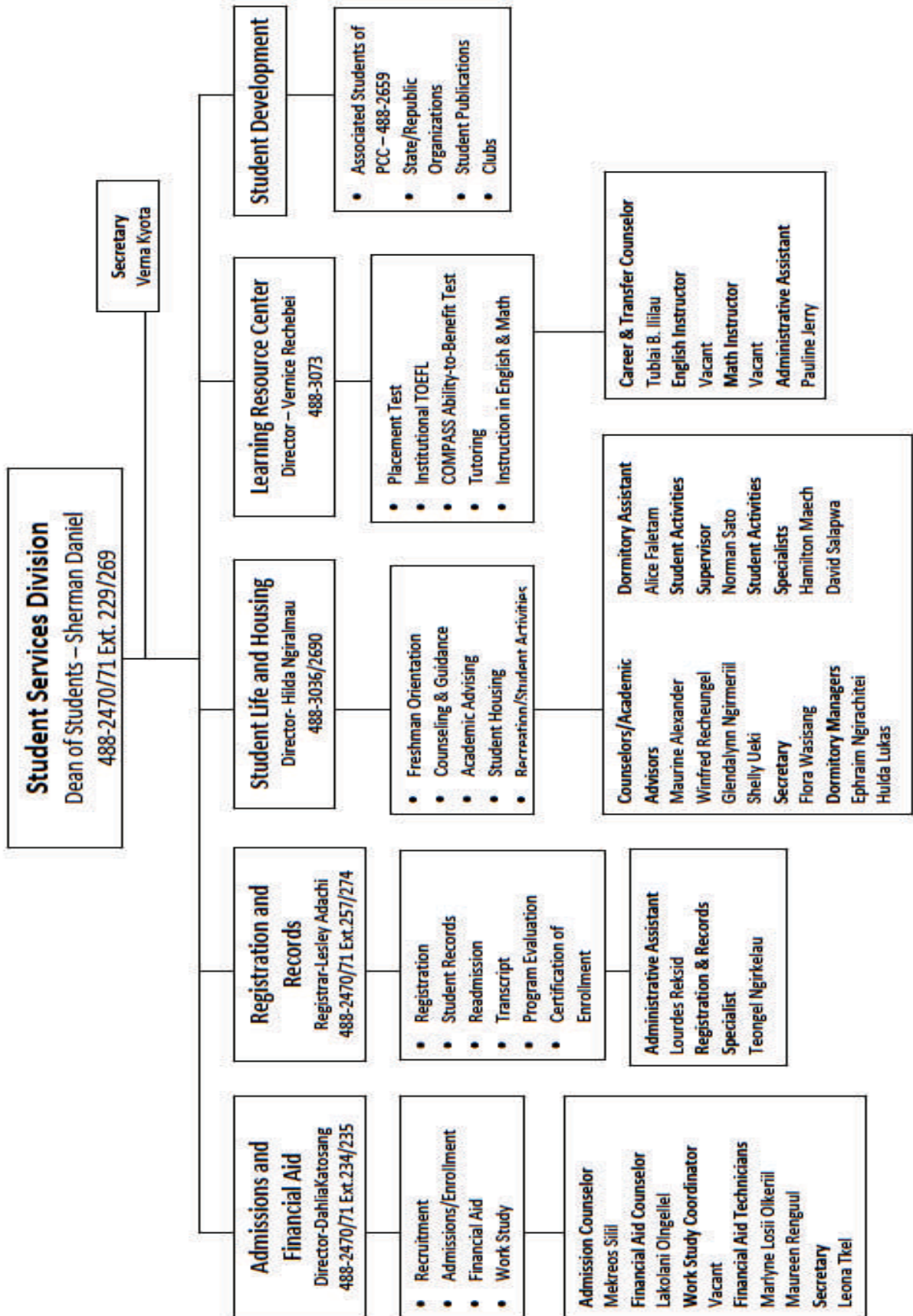
### Community Involvement

- Assisted PICRC by roasting a pig and preparing 250 servings of mashed potato for this fundraising on February 9, 2012. Materials provided by PICRC.
- Assisted Mechesil Belau and cater lunch for 600 servings for Women's Conference on April 24, 2012.
- Baked five (5) cases of chicken for Ngeremlengui Inaguration on March 22, 2012.



Students are served with nutritious meal.

## Palau Community College



## **PALAU COMMUNITY COLLEGE SCHOOL YEAR 2011 - 2012**

### **ASPCC OFFICERS**

<b>President:</b>	Fenny E. Seklii
<b>President - elect:</b>	Vacant
<b>Secretary:</b>	Chandler K. Ngirmeriil
<b>Treasurer:</b>	Chance S. Douglas

### **NATIONAL STATE LEADERS/SENATORS**

<b>Chuuk</b>	<b>(CSO President):</b>	Abandon Ludwig
<b>Kosrae</b>	<b>(KSO President):</b>	McKenzie Jackson
<b>Pohnpei</b>	<b>(PSO President):</b>	Vallyn Alexander
<b>Yap</b>	<b>(YSO President):</b>	Lance Sulog
<b>Marshall</b>	<b>(RMI President):</b>	Edgar Nena
<b>Palau</b>	<b>(PSO President):</b>	Elsei Tellei

### **CLASS REPRESENTATIVES/SENATORS**

<b>Freshmen Representatives:</b>	Andrea Uchel Monique Mariur
<b>Sophomore Representatives:</b>	Byron Silil Hadden Seklii

### **ADVISORS**

Ms. Loyola Darius  
Social Science Instructor  
Mr. Hamilton Maech  
Recreation Specialist



### Mission

The Division of Student Services directly supports student learning, retention, and success. We engage students in educational, cultural, social, and intellectual programs that enrich the student experience, foster personal development, and promote responsible citizenship, and social responsibility.

### Personnel

Student Services Division is composed of four units under the supervision of the Dean of Students. The units are: Admissions/Financial Aid, Registrar & Records, Student Life, and Learning Resource Center. The units are managed by three (3) directors and a registrar that makes up the management team headed by the Dean. The division has a total of 25 full-time position with nine (9) professionals and 16 classified staff who provide academic and non academic support services to students.

### Programs/Services

In September 21, 2012, an election for 2012-2013 Student Trustee and ASPCC officers and senators was held. Ms. Summer Saunders, majoring in Liberal Arts program was elected to the Board of Trustees at the College. Ms. Yosko Aichi, majoring in Office Administration was elected President of ASPCC for school year 2012-2013. A total of 14 officers and senators make up the ASPCC student government.

Registrar & Records Office provide the following services each semester.

- Registration fx/Scholar Administrative Software and the Campus portal have been upgraded and counselors can view student's record on line.
- Faculty can now submit grades online
- Registration & Records Office continues to provide the following services each semester.
- Processing Readmission form
- Publishing the schedule of classes
- Registration and schedule changes
- Grade reporting
- Course withdrawals/clearance
- Processing academic transcripts
- Processing change of major
- Verification of Enrollment Status
- Reporting of enrollment trend and students data
- Process graduation applications



The Registrar & Registration and Records Specialist conducted a Family Educational Rights and Privacy Act (FERPA) workshops to all SS100 sections (fall, spring, summer & fall).

Admissions/Financial Aid conducted financial aid workshop for staff regarding the new federal updates including the new changes for 2011-2012 Free Application for Federal Student Aid (FAFSA). This also includes the updates on the federal regulations that impacts on our students and overall administration of financial aid programs.

In October 2011, Director Dahlia M. Katosang and Counselor Mekreos Silil met with Director Hilda Ngiralmu and Counselors Maurine Alexander, Winfred Recheungel, Glendalynne Ngirmeriil from Student Life regarding the SAP policy (Warning and Disqualification). As a result of this meeting, counselors are able to advise students who are not maintaining required CGPA of 2.0 and therefore placed on financial aid warning. In addition, students can be disqualified from receiving financial aid if they fail to achieve good standing as required by SAP policy.

In February 2012, recruitment for off-island high schools throughout Micronesian region was done through mails. Admissions and Financial Aid materials were sent to all the high schools principals and counselors.



Associated Student of Palau Community College Swearing-In Ceremony

In February 2012, Director Dahlia Katosang and Admissions Counselor Mekreos Silil conducted recruitment activities where they visited high schools in Palau to promote the College and its programs including services offered. Admissions & Financial aid staff assisted the director and counselor during the recruitment visits. A total of 249 seniors (prospective students) attended and completed the admissions application forms.

In February 2012, Director Dahlia Katosang, Admissions Counselor Mekreos Silil conducted “**Financial Aid Nights**” sessions for all local high school seniors and their parents/guardians to discuss financial aid programs and requirements. Admissions & Financial aid staff assisted the director and counselor during the financial aid night sessions. A total of 195 seniors (prospective students) with their parents attended and completed the financial aid forms.

In February 2012, Director Dahlia Katosang and Admissions Counselor Mekreos Silil conducted financial aid sessions for “**Continuing**” students to discuss federal updates and provided assistance in completing 2012-2013 financial aid forms including filing FAFSA electronically. A total of 458 continuing students attended the sessions and completed financial aid application forms.

In September 2012, Director Dahlia M. Katosang and Admissions Counselor Mekreos Silil conducted series of meetings with continuing students regarding financial aid SAP policy. These meetings provide information about financial aid warning, financial aid disqualification and financial aid probation.

For school year 2011-2012, out of the total 434 admission applications received from prospective students within Palau and throughout Micronesian region, 346 were accepted and 287 actually enrolled at PCC.

During the Award Year 2011-2012, a total of 1,408 financial aid applications were received. Of this number, 1,359 financial aid awards were made for both new and continuing students, totaling \$3,515,834.00 of U.S. federal financial aid to PCC Students.

## We Guarantee Quality and Excellence

Office of Admissions & Financial Aid  
Financial Aid Awards Summary (By Programs)  
School Year 2011-2012

Federal Programs/State Scholarships/LSG Grant/Tuition Waiver

Federal Programs									
Federal Pell Grant		Federal SEOG		ACG		Federal Work Study		Total	
Recipients	Award	Recipients	Award	Recipients	Award	Recipients	Award	Recipients	Award
928	\$3,267,415	93	\$49,252	0	0	228	\$103,310	1,249	\$3,419,977

State Scholarships	
Total	
Recipients	Award
37	\$39,386.00

LSG Grant/Tuition Waiver					
LSG Grant		Tuition Waiver		Total	
Recipients	Award	Recipients	Award	Recipients	Award
33	\$19,300	40	\$37,171	73	\$56,471

Overall (Unduplicated) Total Recipients	1,359	Overall Total Award	\$3,515,834.00
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Student Orientation and Registration

Student Services	Fall 2011	Spring 2012	Summer 2012
New Student Orientation	66 students	14 students	63 students
Group Counseling	86 students	49 students	61 students
Study Skill & Information Workshop	98 students	97 students	45 students
Dorm Residents Probation Session	16 students	33 students	10 students
SS 100 Introduction to College	93 students	83 students	82 students

For school year 2011-2012 the LRC provided the following services:

Tutoring - 1,040 students	Assisted Lab - 1,354 students
Institutional TOEFL - 108 students	PCC Placement Tests - 378 students
Career Counseling – 110 students	Transfer Counseling - 48 students
Career/Transfer Workshops & Activities - 524 students	

The Asian American Native American and Pacific Islander Serving Institution AANAPISI Program is federally funded for a five year cycle (2011 - 2016), total award is \$1,411,596.00. The budget for the first year of the program (2011 - 2012) is \$290,377.00. The overall purpose of the program is to enable institutions to improve and expand their capacity to serve Asian Americans, Native Americans and Pacific Islanders. The program is designed to increase the retention, graduation and transfer rates of PCC students. The three main focus areas are Tutoring, Career/Transfer Counseling and Technological Access.

### **Highlight**

The LRC established a student computer lab with 30 computers, 10 printers and 1 In focus Projector through AANAPISI program to support student learning.

### **Staff Development**

Registration & Records Specialist completed the 2<sup>nd</sup> level of Professional Business English II. (fall 2011).

Registration & Records Administrative Assistant completed the on-site training on customer services (fall 2011).

Registrar, Registration & Records Specialist & Administrative Assistant attended the on-site telephone training by a trainer from Champlain Company.

Director of Admissions/Financial Aid attended the Federal Student Aid (FSA) annual conference in November 2011.

Director of Admissions/Financial Aid attended the Pacific Financial Aid Association (PacFAA) conference in March 2012.

Counselors Glendalynn Ngirmeriil, Maurine Alexander and Winfred Recheiungel attended basic counseling initiated by the Ministry of Health in January 23 & 30, 2012.

Counselor Winfred Recheiungel, Dorm Managers Ephraim Ngirachitei and Hulda Lukas, Student Activity Supervisor Norman Sato, Recreation Assistants Hamilton Maech and Rodson Ruben attended the First Aid/CPR Training & Certification on March 26, April 2 & 9, 2012.

### **Student Housing Accommodations**

Fall 2011 – 87 students; three (3) crews of non-instrument navigation program.

Spring 2012 – 100 students; two (2) crews of non-instrument navigation program.

Summer 2012 – 53 students; ten (10) guests; and two (2) crews of non-instrument navigation program.

New Dorm Residents Orientation:

Fall 2011 – 27 residents

Spring 2012 – 25 residents

Summer 2012 – 6 residents



### **Study Hall**

Fall 2011 – 130 students used the college housing study hall for a place to study

Spring 2012 – 224 students used the college housing study hall for a place to study

Summer 2012 – 60 students used the college housing study hall for a place to study

### **Tuesday Night Program**

Fall 2011 – 161 students attended monthly Tuesday Night Program.

Spring 2012 – 184 students attended monthly Tuesday Night Program.

### **Male Retreat**

Spring 2012 – 73 male students attended the retreat in Ngermeskang, Ngeremlengui.

### **Female Retreat**

Fall 2012 – 25 female students attended the retreat at Kuabes, Ngaraard

The College Recreation plan and organize College Intramural games every semester. Intramural sports including Basketball, Volleyball, Co-ed Softball, Billiard and Table Tennis tournaments were held during fall, spring and summer terms.

Activity	Fall 2011	Spring 2012	Summer 2012
Basketball	15 Teams	1 Team	
Softball	12 Teams	12 Teams	
Billiard	24 students participated	50 students participated	31 students participated
Table Tennis	27 students participated	31 students participated	17 students participated

### **Facilities**

In fall 2012, the existing Student Life office was extended to accommodate additional staff and functions.

### **Committee/Association Memberships**

Dean of Students, Directors of Student Life, Learning Resource Center, Admissions/Financial Aid, and the Registrar are members of Retention Committee. Dean of Students serve as chairperson of the committee.

Dean of Students and the Registrar are members of the Committee on Programs & Curriculum (CPC) as representative from the division.

## We Guarantee Quality and Excellence

Dean of Students, Directors of Student Life, Admissions/Financial Aid, and the Learning Resource Center are members of the Executive Committee.

The Registration and Records staff, Director Reklai, Dorm Manager Ngirachitei, and Student Activity Supervisor Sato served in the 2011-2012 Charter Day and Graduation Committees.

All staff from the Student Services Division are active members of Classified Staff Organization (CSO) with Dorm Manager Ngirachitei as the organization's re-elected president.

Registration & Records Specialist is a member of Special Education Advisory Council.

Registrar is a member of Head start Program Policy Council.

Admissions Counselor Mekreos Silil is a member of American Association of Collegiate Registrars and Admissions Officers (AACRAO).

Director Katosang is currently a member of the Pacific Association of Financial Aid Administrators (PACFAA).

Director Reklai is an Advisor of Beta Omicron Zeta, Palau Community College Chapter of the Phi Theta Kappa, an International Honor Society.

Student Activity Supervisor Sato is an advisor for Republic of Palau Student Organization (RPSO).

Student Activity Supervisor Sato is member of Belau Softball Association.

Recreation Specialist Maech is a member a of Palau Basketball Association.

Recreation Specialist Maech is a member a of Palau Basketball Coach Association.

Recreation Specialist Maech is a member a of Palau Basketball Referee Association.

Director Reklai is a member and a chairperson of Student Review Board (SRB).

Counselors Alexander, Recheiungel and Ngirmeriil are active members of the American Counselors Association (ACA).

Counselors Alexander, Recheiungel and Ngirmeriil are members of the College Faculty Senate Association.

Counselor Alexander is an Advisor for Republic of Marshall Islands Student Organization for SY2011-2012.

Counselor Recheiungel is an Advisor for Kosrae State Organization for SY2011-2012.

Dorm Manager Ngirachitei is a member of Foreign Investment Board, Republic of Palau.

Dorm Managers Ngirachitei and Lukas, Supervisor Sato, Recreation Specialist Maech and Advisor Recheiungel hold certificate for First Aid and CPR.

## Assessment

A second cycle of the three-year program review was completed in fall 2010. Results of program reviews are being monitored and changes will be implemented for continuous improvements.

All units of Student Services have implemented user's evaluations. Results of evaluations were incorporated in the Program Reviews and will be used for continuous improvements.

<b>One Year Retention Rate (Fall to Fall)</b>			
	2010 - 2011	2011 - 2012	Percentages in Difference
Retention Rate of <b>First-time</b> degree-seeking students	59%	49%	10%
Retention Rate of <b>First-time Full time</b> degree-seeking students	67%	53%	14%
<b>One Year Retention Rate (Fall to Fall)</b>			
Retention Rate of <b>First-time</b> degree-seeking students by gender			
	2010 - 2011	2011 - 2012	Percentages in Difference
Male	63%	50%	13%
Female	56%	49%	7%

<b>Enrollment Trend</b>			
	<b>Fall</b>	<b>Spring</b>	<b>Summer</b>
2011	742	657	473
2012	680	677	397

## UPWARD BOUND

**Mission Statement:** Upward Bound mission is to provide fundamental support and opportunities for participants to succeed in their precollege performance and ultimately in their higher education pursuits.

**Objectives:** There are four objectives for Upward Bound Program, standardized by the U.S. Department of Education. All four objectives were successfully accomplished as follows:

**Objective 1:** 70% of all UB participants, who at the time of entrance into the project had an expected high school graduation date during the school year, will have achieved the proficient level during high school on state assessments in reading/language arts and math.

### Academic Improvement on Standardized Test

35 participants were admitted into UB program and had an expected graduation date in 2012. 78% of them achieved at a proficient level in reading/language arts and math on assessment test.

**Objective 2:** 85% of 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade project participants served during each school year will continue to participate in the Upward Bound Project during the next school year.

### Project Retention

86 UB participants in 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grades received services from the program. 93% of them were retained in the program and continued their participation in school year 2012-2013.

**Objective 3:** 85% of all UB participants, who at the time of entrance into the project had expected graduation date during the school year, will enroll in a program of postsecondary education by the fall term immediately following the expected graduation date from high school.

### Postsecondary Enrollment

35 participants were admitted into UB program and had an expected graduation date in 2012. Out of 35, 86% of them enrolled in various colleges and universities in August 2012, while 14% deferred their college enrollment. Furthermore, 69% enrolled at PCC whereas 31% enrolled at different colleges and universities outside of Palau.

**Objective 4:** 65% of all UB participants who enrolled in a program of postsecondary education during the fall term immediately following high school graduation will be enrolled for the fall term of the second academic year.

### Postsecondary Persistence

35 of UB participants graduated from high school in 2011 and enrolled in postsecondary education program in fall 2011. 66% of them persisted in their postsecondary education program in fall 2012.



## Personnel

Five full time and 13 part-time staff.

## Services

Instruction in Literature, composition, mathematics, science, and foreign language. College preparatory services including tutoring, counseling, and advising and other academic support services.

Characteristics	Number of Students
<b>High School Breakdown</b>	
Bethania High School	5
Belau Modekngai School	6
Emmaus High School	1
Mindszenty High School	34
Palau High School	50
Palau Mission Academy	14
<b>TOTAL</b>	<b>110</b>
<b>Grade Level</b>	
9 <sup>th</sup> Grade	22
10 <sup>th</sup> Grade	27
11 <sup>th</sup> Grade	33
12 <sup>th</sup> Grade	28
<b>TOTAL</b>	<b>110</b>

## Professional Development

Training opportunities sponsored by the college as well as TRIO Organizations provided for UB staff:

Pacific Island Chapter Forum  
Institutional Assessment Workshop (FAMED)

## Community Involvement

The program in partnership with various private and government agencies provided work study program for UB participants during summer 2012.

**Evaluation/Assessment:** Annual Performance Report submitted to US Department of Education was electronically transmitted on November 28, 2012.

UB Program was awarded a new 5-year grant cycle in August 2012, which commenced on September 1<sup>st</sup> 2012 and ends August 31, 2017.



UB Students visit  
PCC R & D station



Project Director  
Kuye Blelai

## UPWARD BOUND MATH & SCIENCE

The Upward Bound Math and Science serves local high schools who are both low income and first generation students. The primary goal of the program is to strengthen both math and science skills and support students in recognizing and developing their academic potential to excel in Science, Technology, Engineering, and Mathematics (STEM) related fields. From 2011-2012 academic year, there were 50 students participating in the program. Of the fifty (50) students, Eighteen (18) were new participants recruited to replaced graduating students from high school in spring 2011 and formally exited the program.

The Table below illustrates the distribution of program participants' characteristics.

Characteristics	Number of Students
<b>A. High School Breakdown</b>	
• Palau High School	23
• Mindszenty High School	9
• Belau Modekngel School	10
• Palau Mission Academy	7
• Emmaus High School	1
<b>B. Class Breakdown</b>	
• Freshmen	10
• Sophomore	8
• Juniors	16
• Seniors	16
<b>C. Eligibility Breakdown</b>	
• Low-Income and First-Generation	43
• Low-Income Only	6
• First-Generation Only	1

Need assessment of each new participant were identified and an Individual Educational Plan (IEP) was then developed for each participant. All participants' IEP were reviewed and updated on an annual basis as it guided the delivery of services for each participant. In conjunction with individual counseling, program staff used the following assessment results to identify specific needs for each participant:

Individual student interview

Application essay

Academic Records

Teachers and Counselors recommendations

Stanford Achievement Test 10 (SAT 10)

Study Skills Assessment (LASSI)

Career Interest Inventory

## We Guarantee Quality and Excellence

100% of the program participants received support services from the program staff. Program services that have been provided are as follows:

**Counseling/Advising** – Individual counseling sessions were conducted to 100% of the program participants each month to address each participant need in the areas of academic, career & educational goals, and study skills.

**Progress Report** – Quarterly progress reporting to monitor students' academic status and update with each participant to address their needs in the form of; mid-quarter grades, quarterly & semester report cards, and also through communication with their high school teachers and program tutors.

**Career Exploration** –Presentations, Workshops, and Science and Cultural Field Trips were provided to 100% programs participants to ensure that they receive first hand information regarding the educational requirements and career opportunities for their career interest.

**Students' Workshop** – Monthly workshops on career planning, learning style, study skills, educational exploration, goal setting, academic preparation, financial aid availability, and college admission process were provided to allow participants to make sound decisions that could help them reach their educational and career goals.

**Parents' Workshop** – Quarterly workshops were conducted for parents to cover topics such as academic preparation for college, availability of financial assistance, college cost, college admission process, participants' growth and status, and program requirements.



UBMS Certification Ceremony in July 2012

## PROGRAM OBJECTIVES

**Objective 1:** 80% of all UBMS participants, who at the time of entrance into the project had an expected high school graduation date during the school year, will have achieved at proficient level during high school on state assessments in reading/language arts and math.

All 50 or (100%) UBMS participants who at the time of entrance into the project had an expected high school graduation date. 47 or 94% performed at a proficient level during high school on state assessments in reading/language arts and math and one (3), 6% failed to achieve a proficient level score in both assessments.

Of the 50 participants, sixteen (16) were seniors and all graduated from high school.

**Objective 2:** 90% of 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade participants served during each school year will continue to participate in the UBMS project during the next school year.

Of the 50 UBMS participants, 34 of them were in 9<sup>th</sup>, 10<sup>th</sup>, and 11<sup>th</sup> grade in high school. Forty-three (48) or 96% continued to participate in the UBMS program in the current school year (sy11-12) while two (2) or 4% moved out of the target area and therefore, did not continue to participate in the program in the current school year.

**Objective 3:** 80% of all UBMS participants who at the time of entrance into project had an expected high school graduation date during the school year will enroll in postsecondary education by fall term immediately following expected high school graduation date.

Of the Sixteen (16) participants who graduated in 2011-12, fourteen (14) who at the time of entrance into the project had an expected high school graduation date of 2011 academic year. Of the sixteen (16) that graduated, (13) or 81% enrolled in postsecondary education in fall immediately following graduating from high school and three (3) or 19% applied and but has not yet enrolled in a postsecondary education.

**Objective 4:** 85% of all UBMS participants who enrolled in postsecondary education during the fall term immediately following high school graduation will be enrolled for the fall term of the second academic year.

Of the 17 participants who graduated in spring 2010 and enrolled in postsecondary education in fall 2011, only 12 or 71% of them enrolled for the fall term of the subsequent academic year.



## ACADEMIC AFFAIRS

### Purpose

Academic Affairs is the arm of the college that train, expose, and instill in students the opportunity to:

1. Be prepared to further their education
2. Be prepared to enter the workforce

This division is responsible for all matters relating to curriculum, instruction and instructional programs, including the administration of the three schools within the college. The schools are School of Arts and Sciences, School of Business, and School of Technical Education. In addition, it creates, recommends for approval, and enforces academic policies and regulations through the Committee on Programs and Curricula (CPC).

### Programs

The college offers degrees in twenty one (21) areas with three (3) proposed programs for a total of twenty four (24) in order to meet the needs of the Micronesian community. Two of the programs (Education, and Tourism & Hospitality) offer tracks concentrating on different areas of studies. The Education Program has tracks on Early Childhood Education, Elementary Education, Special Education, and Secondary Education. The Tourism and Hospitality Program has tracks on Tour Services, Hotel Operations, Food/Beverages Operations, and Hospitality Management.

Work on developing and implementing three new programs is in progress. The programs are Palauan Studies, Automotive Body Repair and Architectural Drafting. Implementation date for them is being pushed back to begin in fall 2014. Before the three proposed programs become official programs for the college to offer, they need approvals from the College President, College Board of Trustees, Accrediting Commission for Community and Junior Colleges (ACCJC) for the Western Association of Schools and Colleges (WASC) and the United States Department of Education Financial Aid Office (USDOEFAO).



Dean of Academic Affairs meets faculty on January 9, 2012

## School of Arts and Science

- Agricultural Science
- Criminal Justice
- Community and Public Health (effective date: Spring 2013)
- Education
- Environmental/Marine Science
- Liberal Arts
- Library & Information Services
- Nursing
- Palauan Studies (proposed) finalizing for CPC April 2013
- Science Technology Engineering Mathematics Disciplines Program (STEM)

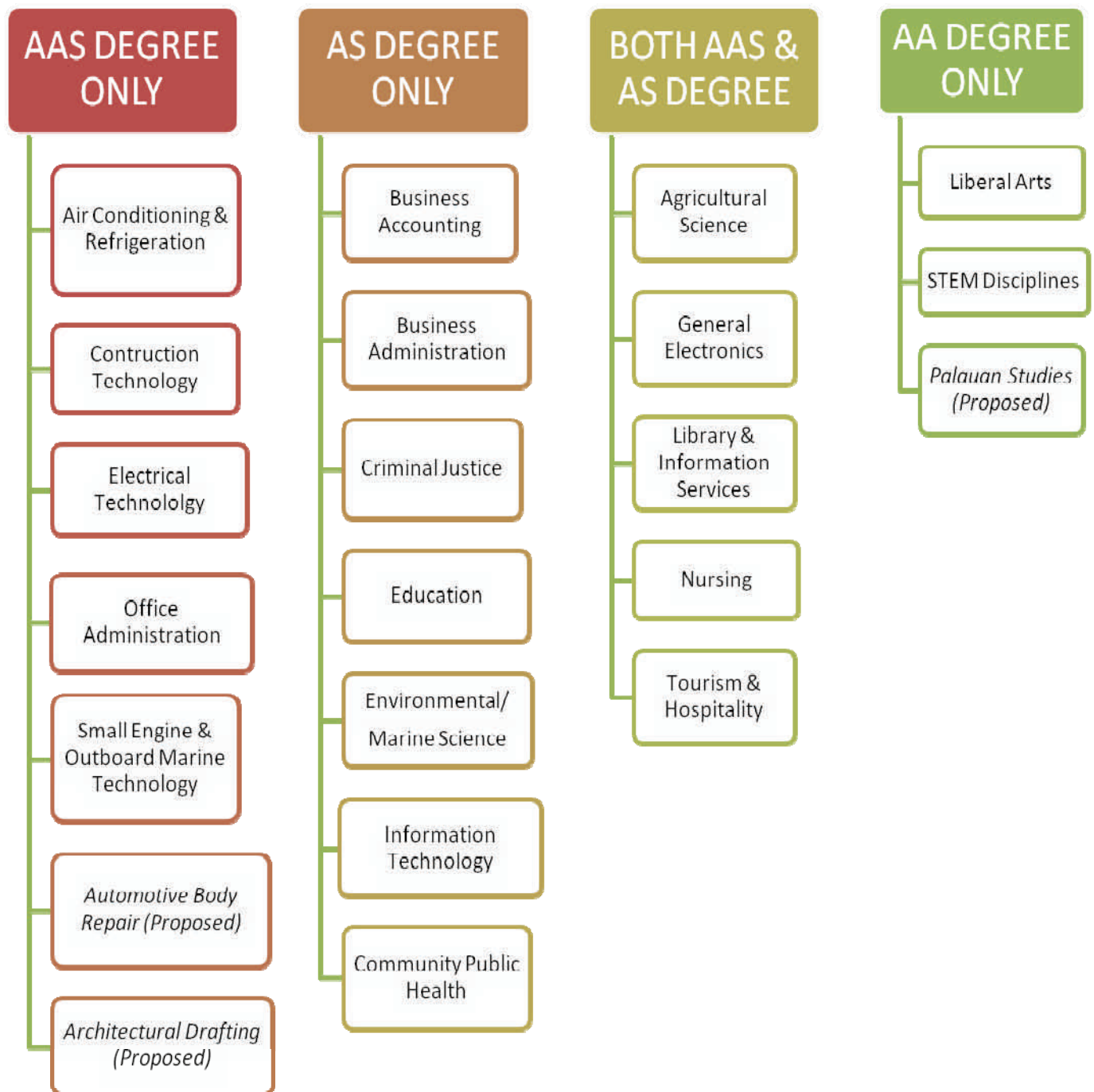
## School of Business

- Business Accounting
- Business Administration
- Information Technology
- Office Administration
- Tourism & Hospitality

## School of Technical Education

- Air Conditioning and Refrigeration Technology
- Architectural Drafting - (Proposed)
- Automotive Body Repair - (Proposed)
- Automotive Mechanics Technology
- Electrical Technology
- General Electronic Technology
- Small Engine and Outboard Marine Technology

The degrees awarded for programs are Associate of Applied Science (AAS), Associate of Science (AS) or Associate of Arts (AA). The AAS degree is awarded to students who successfully complete at least 60 semester credits of occupational and related general education courses. The degree provides students with skills and competencies for gainful employment. Credits earned may be transferred or counted at the discretion of the receiving institution. The AS degree is awarded to students who successfully complete at least 60 semester credits of occupational and related general education courses. The degree prepares students for gainful employment or for transfer to a four-year college/university. The AA degree in Liberal Arts is awarded to students who successfully complete a two-year program of courses, with at least 60 semester credits, for transfer to a four-year college/university or for students desiring two years of general education beyond high school.



The College offers another avenue for a student to obtain a degree through an Associate of Technical Studies (ATS) degree program. The program has to be customized between a student and his/her advisor and to follow an AA degree curriculum format before submission to CPC and the Dean of Academic Affairs for review and approval.

## We Guarantee Quality and Excellence

Based on the current curriculum handbook, A Guide to Curriculum Development, Implementation and Assessment 2012-2016 and a recommendation from the Accrediting Commission, the academic programs go through a three-year comprehensive review by program instructors, program advisory committees when needed and the Committee on Programs and Curricula (CPC). The main reasoning behind the three-year cycle is to keep the information as current as possible. The purpose of this review, based on students and community needs, is to assess program goals and courses in relation to student learning outcomes, identify strengths and weaknesses, and create action plans for improvement. All programs were first reviewed in December 2006. The second review cycle was fall 2009. The third review cycle was fall 2010 (see staggered review cycles as stated in the review calendar in the Curriculum Handbook).

In August 2010, instructors and the Academic Affairs Office staff discussed and agreed to conduct a yearly progress program/department review for all academic programs and departments. The purpose of this is to implement results of the reviews to improve student learning periodically. Data gathered yearly could be used in the three-year comprehensive review.

### DEGREES AWARD HISTORY 2005 - 2012

	2005-2006	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012*
<b>AA</b>	3	5	6	2	14	3	12	4
<b>AAS</b>	1	23	41	60	57	48	48	46
<b>AS</b>	40	28	29	29	33	23	25	5
<b>CA</b>	39	3	0	0	-	-	-	-
<b>CC</b>	34	0	13	9	-	-	-	-
<b>CTC</b>		0	1	0	-	-	-	-
<b>Total Associates Degree</b>	44	56	76	91	104	74	85	55
<b>Total Certificates</b>	73	3	14	9	-	-	-	-

2012\*—Degrees Awarded in Summer (July 30, 2012).



## **Program Highlights**

### **Agricultural Science**

AG program students with instructor, Mr. Alex Galachan and instructor assistant Mr. Nena George attended PCC-CRE Resident Instruction in Insular Areas (RIIA) and Distance Education (DE) Program. Through this program, students are provided opportunities for work study in areas related to their program major, eligible for scholarships and summer internships.



AG students attended RIIA & DE Program

### **Criminal Justice**

Like any other programs of the college, the criminal justice program review for 2009-2012 is ongoing and expected to be completed by December 2013. Ms Samantha Bells and Mr. W. Hayes Moses continue to assess student learning outcomes (SLO). During this reporting period, the program students have had trainings, guest speakers, and community engagement to support their learning. In 2011, students participated in Judo Self-Defense training with instructor Ismael Aguon who is a first degree black belt in Judo under the Kodokan Judo Association. In 2012, students in CJ 101 participated in Advanced Self-Defense with Palau Bujinkan Dojo where they practiced self defense skills in the context of protecting others. The program also invite guest speakers from various government law enforcement agencies to speak in class as part course competencies and learning experience align with Police Patrol Operations and Introduction to Law Enforcement courses.

### **Community and Public Health Launched**

On August 06, 2012, prospective students of the Community and Public Health program convened in the PCC Assembly Hall as a first step in their application and enrollment process. Led by Dr. Cuboni of PIHOA, Minister Kuartei and President Tellei, the prospective students of mostly Ministry of Health (MOH) employees and few current PCC students were informed that as a duly approved program, interested students may now enroll in the program beginning (Fall 2012), even though the program is currently under review by the Substantive Change Committee of the Commission. The program itself is unique that it focuses on problem-based learning in which the issues students learn about arose from a community assessment done in Palau in 2003. The response of the MOH staff to the Community and Public Health program has been encouraging.



Discussion of the Community and Public Health program to interested MOH staff.



## Program Highlights

### Education

As part of their learning experiences in early childhood program, ED192 students, who are Head Start teachers, engaged in observing the Day Care Center's teachers and children during the whole summer. They were able to gain firsthand experience in classroom management and children's behavior in the areas of physical, social/emotional, cognitive and language development.



ED students engage in classroom experience.

### Environmental/Marine Science

In December 2011, a group of PCC Environmental/Marine Science (EMS) students captured the attention of some of the students and teachers at Koror Elementary School (KES) with a series of short, yet informative and captivating presentations about different terrestrial and marine species found in Palau. This was the first time that PCC EMS students visited an elementary school and gave presentations.



EMS student presents at KES.

### Environmental Science Student Attends IOA-LSAMP

In July-August 2012, PCC student Persis Omelau attend the Islands of Opportunity Alliance – Louis Stokes Alliance for Minority Participation (IOA-LSAMP) 5th Annual Student Conference held in Hawaii where she gave a presentation on Palau Jelly Fish Lake. She attended a working dinner where she was able to listen to their Keynote Speaker, PCC President Dr. Patrick Tellei, at the Plumeria Ballroom in the Ala Moana Hotel.



Persis "Puudch" Omelau and Dr. Patrick U. Tellei

## Program Highlights

### Environmental Science Students Attend Asia-Pacific Youth Science Forum



In late September, Lance Sumong and Byron Silil, both EMS students represented Palau Community College to the Asia-Pacific Youth Science Forum held in Okinawa, Japan. The aim of the forum was to bring together undergraduate students and young scientists from all over the Asia-Pacific region to discuss the many impacts of climate and ocean changes on the coastal



communities. The forum allowed young people the opportunity to meet with other students from other communities and backgrounds to share their experiences and discuss the ways to meet these challenges. The two were able to learn a lot about climate change and the many ways it influences not only our lifestyle here in Palau, but of the whole Asia-Pacific region.

### Faculty Development

- In August 2011, Science Instructor Sherry Ngirmeriil attended, along with three students, a science conference in Hawaii sponsored by the University of Hawaii-Manoa. Instructor Ngirmeriil also participated in training science instructor trainin at Kewalo Marine Lab.
- In August 2012, Instructor Vernice Yuzy and Geraldine Rengiil attended workshop at Kewalo Marine Lab in Honolulu, Hawaii. A three day workshop covered DNA extraction, marine management law and policy, and tagging and biologging methods of marine species.

### Liberal Arts

A forum for Social Science students with their instructor Dr. Isebong Asang was held on December 09, 2011. Seven students presented their research papers at the assembly hall. The aim of the forum was to build student confidence in presenting research that was unique, based on their own interests. Students brought their own perspective and combined them with theories. By encouraging students to think outside of only using power point to present their research, many students used visual effects, art, folk lore, music, demonstrations and more to create a forum that was informative and captivating.



SS students forum at PCC Assembly Hall

## Program Highlight

### Library & Information Services

On April 20-22, 2012, students from the Library and Information Services (LS) program and several volunteers made the two hour voyage to Angaur State to assist with a library reorganization project at the Angaur Elementary School Library. The students worked long into the night assembling new shelving, organizing and labeling library materials, cleaning, and redesigning the library space. The project also gave students first-hand experience reorganizing and redesigning a library space and a chance to put their classroom knowledge into practice in a real world setting.



LS students assisting Angaur Elementary School Library.

### Nursing



Nursing students participated in 2012 Health Fair

Nursing (NU) students with instructor Tarmau “Terry” Ngirmang held a Health Fair at the Mesekiu Bai on Thursday April 26, 2012. Students who provided the health screening are in their 1st year (2nd semester). The procedures performed by the students are some of the many skills that nursing students must master (Student Learning Outcome or SLO’s). The screening done included blood pressure check, weight/height - body mass index assessment, and blood sugar level. The Health Fair is a one of the activities by which students demonstrate their progress toward meeting program SLO’s.



## Program Highlight

### Nursing

#### Internal accomplishments

- Maintained active discussions of the effectiveness of current instruction and trainings. Example: there were continued dialogues between nursing faculties and other instructors about the effectiveness of using medical case studies in the classroom and also in student clinical practices.
- Appropriateness of technology into teaching and learning. Example: Simulation was integrated in the classroom and also in the student's clinical practice.

#### External accomplishments

- A demonstrated positive connection to the local and regional communities. Example, the students organized health screening activities for PCC students, staff, and faculties at Mesekiu Bai.

#### Students learning beyond the classroom

- Off-campus experience –the students assisted the MOH nurses in health screening activities held at Chamayon Cultural Center for Women's Conference participants.
- The students provided health care advice to community members who participated in both PCC and Chamayong Cultural Center health screening.

#### Summary and future plans

- Continue to have active dialogue between the program faculties and other instructors in the related areas on how to improve instructions and trainings.
- Continue to look for off-campus trainings or experience for the students.
- Integrate the use of Simulations into more classroom and clinical teaching.

#### Faculty Development:

- Tarmau "Terry" Ngirmang (NU instructor) attended an Annual Nursing Education Conference in Guam, sponsored by UOG nursing students and their instructors; and participated in various distance education on health issues through CE-UOG via PEACESAT.



Nursing students conducting free health screening.

## Program Highlights

### STEM Disciplines Program

Science, Technology, Engineering, Mathematics (STEM) Disciplines Associate of Arts (AA) Degree Program received approval from the Committee on Substantive Change of the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges. The Substantive Change Committee met on May 10, 2012 to review the Substantive Change Proposal from Palau Community College to offer a new STEM (Science, Technology, Engineering, Mathematics) Program. The Committee acted to approve the proposal and thanks the College for its effort in providing all of the required elements for a complete proposal.

STEM Disciplines Program is designed for individuals interested in professional careers in science, technology, engineering, or mathematics. The program provides basic knowledge and skills needed for the pursuit of a higher education in these fields. The STEM Disciplines Program began in Fall 2012.

### STEM Fair 2012

The STEM Fair 2012 was held the week of March 12 - 16, 2012 with judging done at each elementary schools while high school judging was done at the PCC Cafeteria. A total of 127 entries from high schools and 130 entries from the elementary schools had the STEM Fair judges busy. The following schools participated in the event:

#### High Schools

Palau High School - 59 entries  
Mindszenty High School - 41 entries  
Emmaus High School - 10 entries  
Bethania High School - 13 entries  
Palau Mission Academy - 4 entries

#### Elementary Schools

Koror Elem. School - 71 entries  
Aimeliik Elem. School - 11 entries  
Melekeok Elem. School - 9 entries  
Ngaraard Elem. School - 5 entries  
Ngarchelong Elem. School - 6 entries



G.B. Harris Elem. School - 9 entries  
Meyuns Elem. School - 14 entries  
Maris Stella School - 11 entries  
Ngardmau Elem. School - 4 entries



## **Program Highlights**

### **Business Accounting/Business Administration**

- The Business Administration Program have been updated through a 3-year validity review, a modification on all its required main courses identified as BU. This includes Student Learning Outcomes, Course Learning Outcomes, Internship Rubrics, Program Matrix, Signature Assignments, and Program Learning outcomes.
- The balance between the General Education courses to Program courses are well aligned. Pending program initiative is to add more BU courses into existing BA program.
- Each year, BA and BU program participated in “Vocational Education Week”, a good marketing tool to showcase our program and to increase enrollment in both programs. Based on the College Institutional Research data, BA and BU program have steady but increasing number of students enrolled.
- In 2011, BA and BU students participated in the Asia Pacific Association for Fiduciary Studies Conference (APAFS) at the PCC Assembly Hall. A total of 60 students participated including students from high schools in Palau. In 2012, the same conference took place with total of 68 participants. Based on the evaluation results, 97.1% said the conference was good and very informative. Overall, this conference is supporting the foundation of both BA and BU program in such that student learning outcomes, course learning outcomes, and program learning outcomes are aligned with the conference topics.
- Both BA and BU program value experiential learning and therefore students are given project to research in order to merge concepts learned in class to the real world.
- BA and BU internship students are monitored constantly at job sites. Constant communication between the program and job sites are ongoing to address issues or challenges that may arise.

## Program Highlights

### Office Administration Holds Youth Festival



In May 2012, as part of assessing student learning outcomes, the OA 221 classes demonstrated their ability to plan an event by writing invitation letters, coming up with a program, and getting performers to come entertain the crowd. In addition, students learn through team work effort, applying communication skills, leadership management skills as embedded in course learning outcomes.

## Information Technology

As part of program student learning outcomes, Dennis Uehara, an IT student was selected to present at the annual IOA-LSAMP Student Conference in Honolulu, Hawaii. The student's work centered on the computer program application on physical science calculator that he worked on during the previous semester. Each semester, IT students take part in campus-wide maintenance, repair, and troubleshooting computers as part of program learning outcomes such as:

- Setting up the new IT laboratory classroom (Room 68).
- Assisting in relocating the computers in the old IT laboratory classroom (RRIU Room 2).
- Student assisted in reformatting and reinstalling operating systems and other software in the computers before they were assigned to various faculty members.
- Troubleshooting CRE computers.
- Troubleshooting PCC faculty computers.
- Creating website for community businesses.
- Improve faculty database program for preparing program and department reviews.

## **Tourism and Hospitality**

### **Mission**

To lead students closer to his/her academic and occupational objective; to promote student learning and exploration in tourism and hospitality; and to support the College's mission and vision.

### **Strategies**

To find ways to improve student learning; to integrate concepts into practical applications to enhance learning; and to utilize common and/or modern technology in the learning environment.

To collaborate in the enhancement and strengthening of tourism and hospitality training programs in Palau by upgrading and modifying the curriculum of Palau High School (PHS) and Palau Community College to reflect Palauan culture and meet the international tourism industry standards.

### **Objectives**

Now that Palau Tourism and Hospitality School of Excellence facility has been opened, we are continuing in our pursuit of the following objectives:

- Increase number of skilled and trained Palauans and Micronesians to support their local industries,
- Help Palau to remain independent and become more self sufficient,
- Play important role in the human resources succession planning and capacity building and;
- Strengthen partnership with industry and mandate vocational training.

### **Students Learning Beyond the Classroom**

In all the events, activities and functions which were handled by PTHSE, they were made possible because of the team efforts from the Tourism and Hospitality Students and faculty members. In various functions, activities and events such as workshops, meetings, conferences, luncheons and dinner receptions, students were involved in setting up the restaurant and housekeeping classrooms.

## Program Highlights

### Tourism & Hospitality



*Australian Ambassador Martin Quinn noted that the successful completion of the PTHSE is a good example of cooperation between different parties toward a common goal that will benefit the people and the community.*

On Wednesday, May 2nd, the Palau Tourism and Hospitality School of Excellence (PTHSE) was officially opened on the campus of Palau Community College.

The PTHSE faculty and students host community functions in 2012 as follows:

- Aliihost/Worldhost Customer Service Training is a monthly function sponsored by Belau Tourism Association. The PTHSE faculty and students played an important role by catering this one day training from 8:00am to 5:00pm. The Food and services were prepared by the students and faculty such as cleaning, setting-up, decorating, cooking, serving and cleaning after each function. In 2012, a total of 9 trainings were hosted by the PTHSE.
- Assisted in hosting of luncheon by United States Ambassador Helen Reed-Rowe with the First Micronesian Women's Conference.

### College Community Engagement

- PTHSE students assisted in 2012 Vocational Education Week as tour guides for students from both public and private elementary schools and high schools.
- Tourism Club fundraised to buy some needed equipment and cleaning supplies for PTHSE facility.
- Students' set-up and made light refreshments for science students who presented their final project in Symposium/Presentation in March 2012.



*PTHSE Opening Ceremony*



## Program Highlights

### Tourism & Hospitality

- Cater to PNOC – Annual Athletic Awards ceremony at Ngaraamayong Cultural Center.
- Cater and hosting the Grand Opening ceremony of PTHSE.
- Host a round table meeting by U.N representative Mr. Peter Cox.
- Assisted 2012 PCC commencement exercises with ushers and usherettes.
- Cater and hosting dinner for San Diego State University's graduates.
- Host Pacific Area Network (PAN) July Meeting.
- Host Tobacco Meeting in July.



Sen. Kesolei, Ambassador Reed-Rowe, Instructor Maui, and Sen. Mesebeluu attending PTHSE dinner reception.



Women's Gathering

- Cater to Micronesian Challenge Workshop for 3 days in August.
- Students cater to both Presidential/Vice Presidential debates.
- Cater to other organization meetings for these agencies: ADB, PVA, BTA in August.
- Host the first Belau Corporation Credit Union (BCCU) organization meeting.
- Asia Development Bank workshop to various representatives from local agencies on Climate Change and other related topics.
- Cater to Ministry of Community and Cultural Affairs "Art Symposium".



SDSU Graduation Dinner



PTHSE Students



## Program Highlights

### Air Conditioning & Refrigeration Technology

As part of learning, students and their instructor continue to perform air conditioning installation, service and repair; service and repair air conditioning on school vehicles; and service and repair refrigerators and chill boxes on campus. In addition, students also enhanced their learning by servicing and repairing automobiles' air conditioning by offering free labor services to the public.



AC student troubleshooting window type Air Condition.

### Automotive Mechanics Technology

In Fall 2012, the Automotive Mechanics initiated plans to provide an open-shop repair services to the community as an extension of the students' avenue to learning and to gain more hands-on experience as required in their program learning outcomes.



### Construction Technology

In Fall 2012, CT programs made learning more vibrant by initiating community service to local residents, non profit organizations, and college projects.

- CT students worked on Mr. & Mrs. Felix Okabe's house in Ngkeklau for almost 3months on weekends. Owners were very happy with the students contributions and donated to \$300.00 to Endowment Fundraising in 2012 on behalf of the CT students.
- CT students helped to install ceiling at Airai Catholic Church.
- CT students donated furniture's to Bethania High School as part of Bopha relief effort.
- CT students helped out in the Ngermecheluch restoration effort in Melekeok.



CT students working on their projects.

## Program Highlights

### Electrical Technology

In Fall 2012, a total of 20 students enrolled in Electrical Technology program. Out of 20, 14 are continuing students and 6 are first time students. The program has one full time instructor, Mr. Frutoso Tellei and a part time instructor, Mr. Jerry Taroy.

ET program joined this year's Vocational Education Week to demonstrate to the prospective students what ET students will be capable of doing after they graduate from this program by emphasizing to the prospective students that the program is designed to provide technical knowledge, skills, and proper work habits/attitudes necessary for employment in this field. It also prepares students to work and advance in their careers as electricians, electrical maintenance personnel, or power distribution personnel.

### Community Engagement

ET program is contributing to the community by means of rendering free services to assist state government, individuals, and non profit organizations. As such, one of our students rewound one of the Ngatpang State 25 horsepower water pump. Another student was requested to complete lights and power circuit rewiring of Bai ra Ngerubesang in Melekeok. The project gave way to reinforced student learning outcome as stated in the program course outline. Some students at the shop troubleshoots and repair electrical appliances for community members as they are brought in unexpectedly. Still, students continue to do necessary wiring for the college's lightings and power circuits within campus.

### General Electronics Technology

The Goal of the General Electronics Program is to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in the field of electronics. The program prepares students to work and advance in their careers as electronics technicians, assemblers, testers, parts counter salespersons or operators of their own electronic parts distributor establishments and service and repair shops.

There are two instructors running this program. In Fall 2011, GE program offered six courses and 7 courses in Spring 2012.

As part of community services GE program are offering free services and repair to any individual who needs assistance to repair their electronics appliances, computer or any electronics machines. The program used this opportunity to further trained and enhance the employability skills of students and to provide actual hands on experience.



GE student repairing television.

## Program Highlights

### Small Engine and Outboard Marine Technology

The Small Engine program has two instructors, Mr. Joshua Ngirngebedangel and Daley Ueki, Instructor Assistant. As part of learning experience, students and their instructor maintained, repaired, and troubleshoot school boats engines and green machines on a monthly basis. In Fall 2012, SE program extended its services beyond classroom by repairing green machines to members of the community as part of learning service.

Both Ngirngebedangel and Ueki continue to update their course outlines to include clearly stated student learning outcomes (SLO) and to develop competencies with rubrics to assess the SLOs. Moreover, results from their program review will continue to be used for program improvement.



SE Instructor Assistant Ueki repairing Green Machine.

## DEPARTMENTS

The following departments within the Academic Affairs Division offer general education courses for Liberal Arts majors as well as courses that are required for the rest of the programs.

**English/Communication Department**

**Science Department**

**Music Department**

**Japanese Language**

**Health and Physical Education**

**Math Department**

**Social Sciences Department**

## Highlights

### Health and Physical Education

As part of assessing student learning outcomes, the Health and Physical Education students (HP181 -First Aid & CPR) had the opportunity to demonstrate their practical skills for their final exam. They worked on mannequins to demonstrate their knowledge on CPR, and used classmates as injured persons to demonstrate their First Aid knowledge. Students practiced the skills combined with classroom theories will save lives. Students showed enthusiasm as they practiced and demonstrated their skills.

## Science Instructors Attend Genetics Workshop

Science instructors Ms. Vernice Yuzi and Ms. Geraldine Rengiil visited the Kewalo Marine Laboratory in Hawaii, a partner in the Centers for Ocean Sciences Education Excellence (COSEE) Network, on August 6 - 8, 2012 to learn about genetic linkages. The 3 day workshop was a collaboration between community college instructors from the Pacific Islands and ocean scientist to provide for faculty to access the scientists, garnering curriculum support in integrating current ocean research into the courses at the community colleges. The faculty took part in the lectures and the hands-on laboratory activities involving population genetics and DNA extraction, marine management law and policy, and the tagging and biologging methods of studying the movement of marine animals.



## COURSES

During this reporting period, 668 classes were offered and 2,509 students were registered and took these classes. All general education and program courses have course outlines that clearly state student-learning outcomes. Development and/or revision of course outlines, including required components, are continuing. Course rubrics are used to assess course learning outcomes (what the students should know and be able to do). Based on the current curriculum handbook, all course outlines are reviewed every three years by instructors with assistance from advisory committees when necessary and the Committee on Programs and Curricula (CPC). The purpose of these reviews, based on students and community needs, are to assess course contents and student learning outcomes, identify strengths and weaknesses, and create action plans for improvement.

## SUPPORTING VOCATIONAL COURSES

### **Welding (WE) and Auto Body (AB) Courses**

Welding is a required course for Automotive Mechanics (AM), Air Conditioning & Refrigeration (AC), and Small Engine Mechanics (SE) program and an AB course is required for AM program only. During this reporting period, four WE and three AB classes were offered. 41 students enrolled in WE and 28 enrolled in AB. Mr. Rogelio Santos is instructor for these courses. He continues to update course outlines to include clearly stated student learning outcomes (SLO) and to develop competencies with rubrics to assess the SLOs. In addition, he is developing a proposed program, Automotive Body Repair that is tentatively scheduled to start in Fall 2014.





HP 181 students demonstrate CPR and participated in First Aid emergency drill

## Math Instructor Attends 12th ICME

Mathematics instructor, Epimachus Moses, attended the 12th International Congress on Mathematical Education (ICME) in Seoul, Korea on July 8-15, 2012. The purpose of the conference was to present current states and trends in mathematics education including research and practices of mathematics teaching at all levels. The conference had numerous presenters and participants including researchers in mathematics education, teacher trainers, practicing teachers, mathematicians, and others interested in mathematics education.

The comprehensive conference program consisted of plenary and regular lectures, survey teams, topic study groups, discussion groups, workshops, poster presentations, and national presentations. He is confident that these experiences will make him a better math teacher.





### **Welding Class Completes Trailer Using Recycled Items**



The students in the course WE 110 (Oxyacetylene, better known as “welding”, with the help of their instructor, Rogelio Santos took some time this semester to work on a project that was requested by a community member. The project was unique in that the boat trailer that the students were asked to make, be specifically constructed of only recycled materials. All metal, wood, and parts of the boat trailer were then scavenged and hunted down and brought to the shop where the students assembled and welded the trailer. The community member provided all necessary specs and recycled parts that were needed, and the final outcome is a sturdy boat trailer that looks amazing.

### **Blueprint Reading (BP), Masonry (MS), Plumbing (PL) and Architectural Drafting (AD) Courses**

With the exception of BP116-Blueprint Reading for Electricians, All these courses are required for the Construction Technology (CT) program and are taught by CT instructors. BP116 is a required course for the Electrical Technology (ET) program and therefore taught by its instructors.

### **CHILD CARE CENTER**

The center came about as a joint effort between PCC, Palau Community Action Agency (PCAA) and the Ministry of Health-Child Care Unit. Its main purpose is to help those single parents or low-income families to continue their education at PCC by bringing their children to the center. During this reporting period, the center has served 45 students.

### **Highlight**



Students reading books at PCC Library



Visiting Melekeok Sub-Station

### Field Trip

Day Care students had an exciting month of March which include a field trip. The purpose of the field trip is to give the children the opportunity to get out of the classroom and introduce them to the different environments as part of their learning and growth. Their experience out-of-classroom included a tour of PCC Hatchery at Ngaremlengui, Ollei Port, Badrulchau Historical Site, the National Capitol at Ngerulmud and Bailechesau in Melekeok.

Another learning experience took place on August 30, 2012 when the Day Care students, teachers, and parents visit CRE's demonstration center in Ngermeskang.



Payless Market donated goods to students



A Tour at PCC-CRE station at Ngermeskang

## **STUDENT LEARNING ACTIVITIES**

Each year, the College welcomes students from elementary schools, high schools, and interested community members to tour the campus to see what programs are available at the College during the Vocational/Technical Education Week. Guided tours include stops at the Library for the Library Science program, construction shop to see demonstrations from CT students, auto shop for Automotive Mechanics Technology including welding shop. Other program tours include General Electronics shop, Electrical Technology shop, Small Engine shop with a final visit to Palau Tourism & Hospitality School of Excellence (PTHSE) for the Tourism & Hospitality Program. As part of program learning outcomes, students enrolled in each program demonstrate their competencies by explaining what they learn, what they become after graduation, and showcase products of their class activities as part of their signature assignments. In March 2012, over 130 students and teachers as well as people from the community participated.



Students visit CT shop

## **CLASS SCHEDULING**

Aside from regular scheduled classes during normal working hours, classes continued to be offered on weekends, weeknights and through online to accommodate working students. Most classes were on a traditional 16-week schedule; however, some classes were offered on accelerated eight week schedule. Beginning Summer 2011.



## **COMMITTEE ON PROGRAMS & CURRICULA (CPC)**

The committee on programs and curricula (CPC) is one of the standing committees at the college. Its membership is comprised of representatives from divisions, sections and units that deal either directly or indirectly with matters concerning programs, curricula and academic regulations. The members are Registrar who represents the Student Services Division, Director of Adult High School/Talent Search, Curriculum/Student Training Coordinator who is a chairperson, Associated Students of Palau Community College representative, three faculty members representing the three schools, and the Associate Dean of Academic Affairs who is an ex-officio member.

The functions of CPC are as follows: (1) review, approve or disapprove, and/or make recommendations to the Vice President of Education & Training regarding approval/disapproval of new course/program; course/program modification; course/program deletion; program clustering; course substitution/waiver; changes in academic regulations and policies/formats/forms; courses that may be challenged; program/department's developed tests used as challenge tests, placement or for credit by examination; adoption of textbooks; (2) ensure appropriateness of any commercial test before adoption, (3) ensure course outlines' three-year validity, (4) ensure programs' assessment after/within three years, (5) assist in the evaluation of incoming transfer credits, (6) review and approve/disapprove requests for course/program articulation, (7) ensure implementation of approved modifications, and (8) have on file copies of approved documents and articulation agreements with high schools/colleges or universities.

During this reporting period, CPC held 37 meetings to do the following: (1) review and approve 112 course outline modifications/updates; (2) review and update the curriculum handbook; (3) review and approve one program modification; (4) review and approve seven program and two department reviews; (5) review and approve a placement reading test modification and (6) review eight Adult High School course outlines and provide inputs such as format, course credit allocation and method of evaluation. Work on revising course outlines and the required components, program/department reviews, and assessment are on going.

CPC has been assisting the Ministry of Health in their effort to develop an Associate of Science Degree program in Public Health to be offered through the college. The Ministry of Health developed a curriculum framework for the proposed program which CPC had provisionally approved. The ministry is currently working in putting the proposal together including development of course outlines, course learning outcomes as well as program learning outcomes for submission to CPC's review and approval process. The program was recently approved by the Substantive Change Committee of the Accrediting Commission in order for students who enroll into the program to be eligible to receive financial aid. The development and implementation of this AS degree program in Public Health is strongly endorsed and supported by Pacific Islands Health Officers Association (PIHOA). The program was approved and will be offered beginning spring 2013 semester.



## INTERNSHIP TRAINING

Internship is the last course required of all programs, except Liberal Arts and Nursing. During their last semester, students work at assigned sites to gain work experience and to put into practice the knowledge and skills they had learned. Nursing courses have built-in training for students to experience while taking classes. Twenty eight students from eighteen programs were placed on internship training in 2011-2012 academic year. The training began on January 16, 2012 and ran until July 2012. The internship program, with the assistance of employers, provide graduating students with the opportunity to refine their skills as they transition to “real world” of work.



PCC internship students receive customer service training.

Every semester, students who register for internship are required to attend a Customer Service Workshop. This semester, 22 students attended the workshop that was held on January 13, 2012. Customer Service training is important to students as it provides them with skills to become successful in their internship.

According to Dean Wally, he believes that by acquiring these skills, they will help students as they apply their skills to use in business/companies/agencies they are placed in, thus reflecting a good image that they are well prepared for permanent jobs once they complete the internship programs. Dovetailed with their academic work, students will be in a better position to obtain and maintain a permanent job.

### Breakdown of graduates by program and current status

Program	Employed	Attend Off-Island School	Re-Enrolled	Withdraw from Internship	Unknown	Unemployed	Total
Air Conditioning and Refrigeration (AC)	1	2	1				4
Agricultural Science (AG)	10					1	11
Automotive Mechanics Technology (AM)	7		2		2	2	13
Business Accounting (BA)	6					1	7
Business Administration (BU)	4	3			1	1	9
Criminal Justice (CJ)	2	1					3
Construction Technology (CT)	9	1	1		4		15
Environmental/Marine Science (ES)	2	2	1				5
Electrical Technology (ET)	6				3		9
General Electronics Technology (GE)	7					1	8
Information Technology (IT)	4					1	5
Library & Information Services (LS)	9						9
Office Administration (OA)	24	1	1	1	6	2	35
Small Engine and Outboard Marine (SE)	2		1	1			4
Tourism and Hospitality Food and Beverages (THFB)	2		2	1			5
Tourism and Hospitality Hotel Management (THHM)	2	1		1		1	5
Tourism and Hospitality Hotel Operations (THHO)	5				1	2	8
Tourism and Hospitality Tour Services (THTS)	6			2	1	4	13
<b>Total</b>							<b>168</b>

## **PROGRAM INITIATIVES**

### **National Occupation Competency Testing Institute (NOCTI)**

PCC is a member of NOCTI, an initiative that is the United States foremost provider of occupational competency testing for business, industry, education, labor, and military. The tests measure individuals' understanding of concepts and work-related tasks of a particular occupation. The students take Job-Ready tests to assess and improve job entry-level performance in preparation for entry into the workforce. The teachers take Experienced Work tests to assess professional and journey-level skills for certifying teachers' competence in their teaching areas.

### **School-To-Work Initiative**

With the approval of course alignment and articulation procedures by both PCC and MOE on Construction and Automotive Programs, application of these procedures from PHS to PCC has begun. PCC, Palau High School and MOE have started working on the curriculum to establish a Humanities Academy at Palau High School. Once the academy is implemented, work on course alignment with PCC for articulation purposes will begin. This initiative is open to all private high schools in Palau.

### **LS Program Online**

Due to the efforts of Ms. Megan Beard, LS instructor, the program courses are being delivered online. Such effort came to fruition when the Substantive Change Committee of the Accrediting Commission move to approve offering of LS online courses.

### **Dual Enrollment**

Through collaboration with Ministry of Education (MOE) and Palau High School (PHS), PHS students can enroll at PCC under the Dual Enrollment program. Credits earned by students will be held in escrow. When they graduate from high school and enroll at PCC, the credits will be awarded to them.

## **SPECIAL PROGRAMS**

### **Teacher Training Academy**

The Teacher Training Academy is slated for summer 2013. Program participants will be mainly elementary and secondary teachers and will have the opportunity to earn three credits toward their certificates.

### **TESOL Training Held For Teachers**

In June 2012, twenty Five (25) teachers mostly from elementary and high schools (private and public) including Ministry of Education (MOE) and PCC

representatives attended a seven day intensive workshop comprising of 14 modules related to teaching English to speakers of other Languages. Trainer Christopher Batchelor, Second Language Acquisition Advisor (PACTAM) who has been working on the TESOL program which is currently being piloted with MOE and PCC teachers. The TESOL program is the first product of the bi-lateral agreements between Australia and Palau. The

purpose of the TESOL workshop

includes the trial of the course before it becomes integrated into PCC courses, begin the accreditation process for a new track in PCC's Associate Degree in Education programs, and train local people so they could deliver the workshop training in the future and to build the capacity of palauan teachers and share ideas about teaching the English language in the local schools.



### **Cohorts**

The Yap Department of Health and PCC established a cohort for 20 Yap nurses in spring 2005. Currently, there are 16 students in the nursing program. Based on their program plan, students will finish their program requirements as follows:

Spring 2013 - 1, Summer 2013 - 2, Fall 2013 - 1, Spring 2014 - 5, Fall 2014 - 5, Spring 2015 - 1, and Fall 2015 - 1

### **San Diego State University (SDSU)**

In 2000, PCC in collaboration with Ministry of Education (MOE) established a partnership with San Diego State University (SDSU) to start both baccalaureate and masters degree programs in education via distance learning format.

A third Bachelors Degree cohort with 23 students is currently underway. The students are tentatively scheduled to graduate in December 2014. A new Masters Degree cohort is being arranged.



Class of 2011 SDSU Bachelors Degree Cohort



## We Guarantee Quality and Excellence

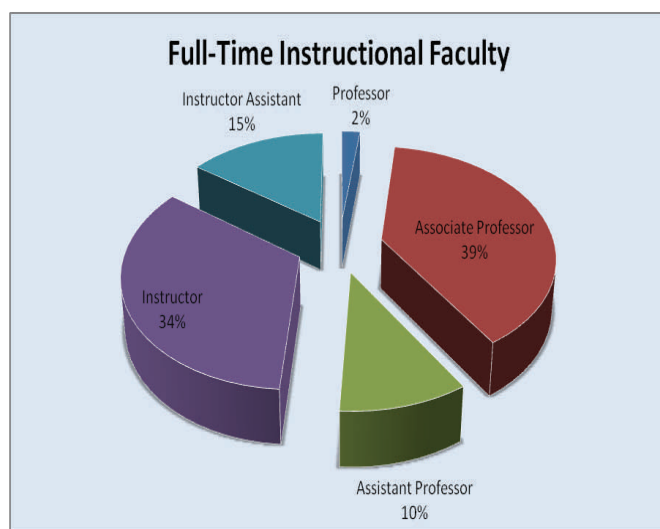
### Penn Foster Career School (formerly Thomson Education Direct Training Programs (TED))

A Memorandum of Agreement (MOA) between PCC and Penn Foster to offer training on-line through PCC was signed in December 2003. The school provides programs to meet the needs of students leading to career specific diplomas in the following areas:

Carpenter	Auto Repair Technician	Dress Making/Design
Landscaper	Medical Office Technician	Air Condition/Refrigeration
Drafting with AutoCAD	Electronic Technician	Wild Life/Forestry Conservation
Occupational Therapy Aid	Small Engine Repair	Hotel/Restaurant Management
Aromatherapy	Medical Transcriptionist	Child Care Management
Dental Assistant	Pharmacy Technician	Home Inspector
Electrician	Artist	Diesel Mechanic
Photographer	PC Specialist	Appliance Repair
Legal Secretary	Travel Agent	Telecommunication
TV/VCR Repair	Small Business	Desktop Publishing

### INSTRUCTORS

BY RANK	Full-Time Instructional Faculty	
<b>Professor</b>	1	2%
<b>Associate Professor</b>	16	39%
<b>Assistant Professor</b>	4	10%
<b>Instructor</b>	14	34%
<b>Instructor Assistant</b>	6	15%
<b>TOTAL</b>	<b>41</b>	<b>100%</b>



Ethnicity	Professor	Associate Professor	Assistant Professor	Instructor	Instructor Assistant	Total
<b>Palauan</b>	1	10	2	8	4	25
<b>Filipino</b>	0	3	1	4	0	8
<b>American</b>	0	2	1	0	0	3
<b>FSM</b>	0	0	0	0	2	2
<b>Japanese</b>	0	0	0	1	0	1
<b>Slovak</b>	0	1	0	0	0	1
<b>Taiwanese</b>	0	0	0	1	0	1
<b>Total</b>	1	16	4	14	6	41

## FACULTY SENATE ASSOCIATION

The Faculty Senate Association works to improve and facilitate faculty communication with the College administration and with the different programs and services.

Our main purpose is to support Faculty with any issues that are related to their positions and their work at the College. We are committed to support and work with the students to ensure their access to every possibilities of learning opportunities in a supportive environment. The students are the center of our focus and existence. Since student success is our number one priority, we hold fundraising activities to raise funds for the FSA scholarship Fund. Every year, a fundraiser is held in October Olehotel Belau Fair. The FSA's signature fundraiser, the Gentlemen's Gourmet, is held in April of spring semester.



FSA members meet with Dean of Academic Affairs

FSA has been able to give scholarship to students for academic year 2011-2012. FSA believes that the scholarship will ease students financial burden and enable him or her to adapt to the expectations and demands of college roles and responsibilities.

In area of evaluation, FSA try to get feedback from individual faculty to help in its discussions with the President or the Dean of Academic Affairs for improvements of goals and student success.



FSA Garage Sale



PCC students receive FSA Scholarship

## OPERATIONS & MAINTENANCE IMPROVEMENT PROGRAM

### Mission

To provide appropriate, up-to-date, short-term training in the area of infrastructure operations and maintenance for employees of utilities, state governments and the national government.

The OMIP program learning outcome states that trainees will be able to utilize technology for their professional needs. All of our trainings were infrastructure related. As shown in the chart, 45% of our courses represented equipment maintenance training, 45% represented road maintenance issues, and 10% were computer repair training.

All of our trainees were either state or national government employees, or utility employees. 55% of the trainees were from various offices and ministries within the national government, 41% were from state governments, and 4% were from utilities. Totals for the past year shows that 39% of our trainees were living in Koror, and 61% were living in rural states.



Green Machine repair training

### Training Provided in 2012

During this year we continued developing and implementing our road maintenance training courses in response to an initial road maintenance survey conducted in 2011. It began with road and drainage assessment, and was followed by green machine O&M and traffic work zone safety classes. Appropriate materials for pothole repair, guardrail maintenance and repair, and sign maintenance were identified and investigated, as well as additional materials covering ditch, culvert and basin cleaning.

As Palau continued its movement towards formation of a water utility, we continued the development and production of customized operating booklets for the rural water systems, and plan to do the same for the Koror sewer collection system. During the transition to public utility, it is our intention to meet any and all training needs that arise.

In the most recent survey of government property, it was found that there were approximately 1600 computers and monitors in the various ministries and agencies. Computer equipment is a major investment, with maintenance and repair of this equipment having a definite impact on both office budget and work efficiency. In the course of our recent computer repair training, 15 monitors that had not been working were repaired, at a replacement cost savings of \$3900. This type of training saves the government repair and replacement costs, and allows everyone to keep up office productivity.



## We Guarantee Quality and Excellence

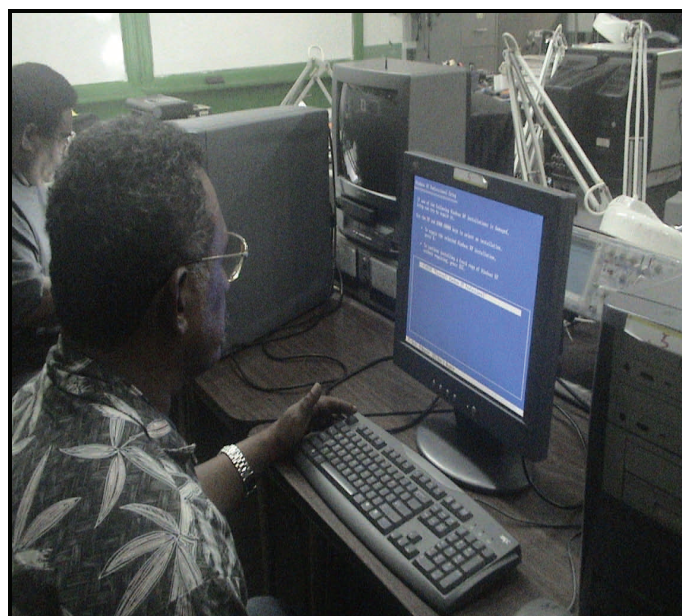
Subject	Agency	Number of Participants	Duration (Hours)	Instructor	Date
Road/Drain Assess	Various State	5	32	Kintaro	11/12/11
Road/Drain Assess	Rural State	5	32	Kintaro	12/10/11
Road/Drain Assess	Rural State	9	32	Kintaro	01/09/12
Green Machine O&M	BPW/Koror State	10	40	Ngirngebedangel	04/14/12
Green Machine O&M	Rural State	7	40	Ngirngebedangel	05/05/12
Green Machine O&M	BPW/Airport Maintenance	10	40	Ngirngebedangel	05/19/12
Green Machine O&M	Rural State	7	40	Ngirngebedangel	07/19/12
PC Servicing-Advanced	ROP/KSG	9	120	Yabes	06/04/12
Work-Zone Safety	BPW	8	32	Kintaro	08/06/12
<b>Total</b>		<b>70</b>	<b>408</b>		

### Highlight

Near the end of this fiscal year, we submitted an application to renew our funding for OMIP. The application was successful, and the college was awarded a 2-year grant for \$100,000 to cover the costs of continuing maintenance-related training. There were two changes made to the program by the U.S. Department of Interior: the name of the program has been changed to Maintenance Assistance Program (MAP), and the matching funds obligation, which had required the college to pay for 25% of the program, has been waived.



State government employees receive training



Computer-Advanced Training at PCC



## CONTINUING EDUCATION

### Mission

Continuing Education is an outreach arm of the College accessible and flexible to respond to the diverse educational and training needs of the community it serves by ensuring that quality service is provided to meet the customers' expected outcome.

### Objectives

- Conduct state by state visits to assess community training needs, interested individuals to attend the Adult High School program, and disseminate information relevant to training opportunities.
- Work closely with ministries, agencies, private sectors and non-profit government organization to assess training needs and establish program sponsorship.
- Develop student learning outcome for continuing education/professional development and competency education offering.
- Provide appropriate and effective apprenticeship programs.
- Provide crash courses to support in-service training of newly hired teachers who lack the basics in teaching skills.

The division oversees the Adult High School and the Educational Talent Search programs which provide educational services to elementary and high school students. The task becomes challenging due to limited resources. The division has three full time staff, a Dean, a secretary, and an office clerk, who are responsible for not only meeting the five identified objectives, but also provide support to the Talent Search and Adult High School activities.

For this year, the CE served a total of 324 participants in various training and provided support services to 739 people.

Continuing Education collaborated with Human Resources to provide professional development programs for PCC staff. This initiative helps the College to meet the staff development objective under the PCC 15-year Institutional Master Plan to upgrade the knowledge and skills of College personnel.



CE Staff with Dean Wally

Continuing Education - Facility Use					
No.	Services	Hours	Participants	Trainer	Participating Agency
1	ACT Testing	10	10	UB Staff	UB Student
1	Admissions and Fin. Aid Staff Mtngs.	2	6	Dahlia Katosang	Adm & Fin. Staff
1	Admissions and Fin. Aid Staff Mtngs.	2	6	Dahlia Katosang	Adm & Fin. Staff
3	Admissions and Fin. Aid Staff Wk shop	8	7	Dahlia Katosang	Adm & Fin. Staff
1	Adult High School (HIV Presentation)	2	19	Hedrick kual	AHS Student
1	ASPCC Meeting	2	10	ASPCC President	ASPCC Members
1	Catalog Organizing Committee	2	4	Committee Chair	Committee Chair
2	Catalog Organizing Committee	2	4	Committee Chair	Committee Chair
3	Catalog Organizing Committee	3	7	Committee Chair	Committee Chair
4	Catalog Organizing Committee	2	5	Committee Chair	Committee Chair
1	CE Monthly Staff Meeting	2	6	Willy Wally	CE Staff
2	CE Monthly Staff Meeting	1	7	Willy Wally	CE Staff
3	CE Monthly Staff Meeting	7	3	Willy Wally	CE Staff
4	CE Monthly Staff Meeting	1	9	Willy Wally	CE Staff
5	CE Monthly Staff Meeting	2	9	Willy Wally	CE Staff
1	ESL Workshop	2	2	UB Staff	Ub Student
1	Financial Aid Session	33	226	Mekreos Silil	PCC Student
1	FSM Scholarship Training	2	19	FSM Gov't Members	FSM PCC Student
1	FWS Supervisor Meeting	2	17	FWS Coordinator	FWS Supervisors
1	Graduation Organizing Committee	3	13	Committee Chair	Committee Members
1	ICRC Test	5	3	Alex Ngraingas	MOH Staff
1	New Student Orientation	4	14	Hilda Ngiralmu	PCC Student
1	PACC	2	5	VP Thomas	Members
1	Pesticide Applicators Workshop	29	47	VP Thomas	Members
1	Retention Committee	3	9	Committee Chair	Committee Members
2	Retention Committee	3	7	Committee Chair	Committee Members
3	Retention Committee	2	5	Committee Chair	Committee Members
4	Retention Committee	2	7	Committee Chair	Committee Members
1	SDSU Cohorts	3	21	Sherman Daniel	SDSU Student
1	Stem Fair Organizing Committee	1	11	Committee Chair	Committee Members
2	Stem Fair Organizing Committee	3	8	Committee Chair	Committee Members
3	Stem Fair Organizing Committee	2	8	Committee Chair	Committee Members
1	Student Service Staff Meeting	2	6	Sherman Daniel	Staff
1	Talent Search Tutors Orientation	3	20	Talent Search Director	Talent Search Tutors
1	Upward Bound workshop	12	177	UP Staff	UB Student
	<b>TOTAL</b>	<b>166</b>	<b>739</b>		

Continuing Education Sevice From October 1,2011 to September 30,2012					
No.	Trainings	Hours	Participants	Trainer	Participating Agency
1	Basket Weaving	4	25	Evelyne Techibelmel	Community
2	Basket Weaving	4	11	Evelyne Techibelmel	Community
3	Clinical Counseling	314	9	Alex Ngiraingas	Community
4	Computer Class-MS Word	10	8	Keizy Shiro	MOH Staff
5	Computer Class-MS Excel	10	8	Keizy Shiro	MOH Staff
6	Customer Service Workshop	4	37	William O. Wally	PCC Student
7	Customer Service Workshop	4	16	William O. Wally	MOH Staff
8	Effective Communication Workshop	4	11	William O. Wally	MOH Staff
9	Effective Communication Workshop	4	18	William O. Wally	MOH Staff
10	Intensive English Language	14	4	Alfonsa Koshiab	Japanese
11	KSG Summer Youth Prog-Palau's Chants	72	5	Dembert Obak	High School Student
12	KSG Summer Youth Prog-Palau's Chants	72	5	Nginur Umang	High School Student
13	KSG Summer Youth Prog-Palau's Chants	72	5	Sariang Timulech	High School Student
14	KSG Summer Youth Prog-Pandanus Leaves Weaving	72	5	Dilchur Ruloked/jury kebekol	High School Student
15	KSG Summer Youth Prog-Trap Making	72	9	Felix Floriano	High School Student
16	KSG Summer Youth Prog-Uchelel Belau Mythology	18	15	Hermana Ramarui	High School Student
17	KSG Summer Youth Prog- Wildlife	18	15	Techeboet Eberdong	High School Student
18	Report Writing	24	7	Midori Mersai	PCC Staff
19	SBIRT	6	11	Alex Ngiraingas	MOH Staff
20	Summer Kids Program English Reading	40	14	Julia Wally	Elementary Student
21	Summer Kids Program English Reading	40	13	Julia Wally	Elementary Student
22	Summer Kids Program English Reading	40	10	Holly Anna Farlin	Elementary Student
23	Summer Kids Program English Reading	40	16	Holly Anna Farlin	Elementary Student
24	Summer Kids Program Keyboarding	40	13	Karen R. Mobel	Elementary Student
25	Summer Kids Program Math	40	10	Judson Butelbai	Elementary Student
26	Summer Kids Program Math	40	8	Shelley Deblair Remengesau	Elementary Student
27	Summer Kids Program Math	40	14	Shelley Deblair Remengesau	Elementary Student
28	Yap Apprentice Program	312	2	William O. Wally	Yap Teachers
	<b>TOTAL</b>	<b>1430</b>	<b>324</b>		

## EDUCATIONAL TALENT SEARCH

### Our Mission

To increase the number of youth from disadvantaged background to complete high school, and to complete a program of post-secondary education institution of their choice.

### Personnel

The project has a total of seven staff: Six full time and a part time project director who oversee the implementation of activities and services.

### Program and Services

This Budget Year 2011-2012 is the first year of the third cycle of our federal grant. We serve five (5) elementary schools and three (3) high schools in accordance with the guidelines provided by the regulations and requirements of the Talent Search Grant.

Schools	Number of Participants	Number of Tutors
<b>Elementary Schools</b>		
Airai Elementary School	39	2
George B. Harris Elementary	47	3
Melekeok Elementary School	36	2
Maris Stella School	20	1
Meyuns Elementary School	47	2
<b>High Schools</b>		
Emmaus High School	21	1
Mindszenty High School	71	3
Palau High School	204	6
Adult High School (Reentry)	10	0
<b>TOTAL</b>	495	20

### Objectives

These objectives are mandatory by the U.S. Department of Education and must be accomplished annually.

1. 65% of non-senior participants served during each project year will complete the current academic year and continue in the school for the next academic year, at the next grade level.
2. 65% of seniors served during the project year will graduate during the project year with a regular secondary school diploma within the standard number of years.



3. 30% of seniors served during the project year will complete rigorous secondary school diploma program of study and will graduate during the project year with a regular secondary school diploma within the standard number of years.
4. 80% of participants, who have graduated with a regular secondary school diploma, during the project year, will enroll in an institution of higher education by the fall term immediately following high school graduation or will have received notification, by the fall term immediately following high school, from an institution of higher education, of acceptance but deferred enrollment until the next academic term (e.g. spring term).
5. 45% of participants served during the project year, who enrolled in an institution of higher education, by the fall term immediately following high school graduation or by the next academic term (e.g. spring term) as a result of acceptance but deferred enrollment will, complete a program of postsecondary education within six years.

## Highlights

### *Fall Semester 2011*

- Staff Development: Workshop on Suicide Prevention and Crisis Talkline.
- Tutors: Workshops on Counseling Skills.
- Tutoring Sessions taking places from Monday to Thursday.
- TS Participants (Students): Numerous trips to Babeldaob, Airai & Koror areas, Diving sites, and Rock Islands for observations and exposure to developing projects, historical and cultural sites, congress in sessions, and work on all subject area related assignments.
- Grant Notification and Award.

### *Spring Semester 2012*

- TS Participants (Students): Numerous trips to Babeldaob, Airai & Koror areas, Diving sites, and Rock Islands for observations and exposure to developing projects, historical and cultural sites, and work on all subject area related assignments.
- Tutoring sessions on Monday to Thursday.
- Elementary School Participants: Visit high school campuses.
- High School Participants: Workshop on Budgeting & Time Management and Seniors & Parents' Meeting on College Readiness.
- TOEFL Practice.

### *Summer 2012*

- High School Participants: Attends PCC Summer Class in Japanese Language.

## Professional Development

- Suicide Prevention and Crisis Talkline
- Microsoft Outlook
- Parent Workshop: Training the Trainer (College Accessibility)
- WESTOP PIC TRIO Forum
- WESTOP Sacramento

## Community Involvement

Women's Conference: Staff

### Status/Progress of Initiatives launched:

Launching of the Computer Lab.

Updated Forms, Brochures, & Handbook.

Planning for Implementation of the New Policies in the Grant



*ETS participants and staff ready to experience Jellyfish Lake.*

### Assessment for future improvements:

Abide by the Program's TimeLine and Plan of Operation.

Initiate more vigorous recruitment.

## Program Modification

The program had to make changes in the scope of work including plan of operation to comply with new U.S. Department of Education policies and regulations. For example, there were changes in implementation of program operation i.e. the paperwork, data collection and the delivery of the services. In addition, we lost one of our proposed target schools, Koror Elementary School, and had to initiate a more vigorous recruitment to meet our required number of students to be served as stated in our grant proposal. As a result, Melekeok Elementary School requested much needed services to support their students academic performance and therefore replaced Koror Elementary School.



*Talent Search participants tour National Congress (OEK)*

## ADULT HIGH SCHOOL

### Mission

PCC AHS seeks to enable adult students to further develop their primary skills while engaging in activities that would help them obtain a high school diploma thereby increasing their chances to either: 1) pursue a degree in post-second education, or 2) find a job with entry-level skills.

### Personnel

The Adult High School program currently have three staff: Two full time and one part time.



AHS Students

### Programs and Services

The Adult High School program is an alternative high school program that offers an opportunity to adult Palauans who have not earned a high school diploma to do so. The PCC Adult High School was designed to provide instruction and educational activities to adult students who did not graduate from high school, to develop their knowledge and skills to become “functionally competent” members of their respective communities. (“Functionally competent” is defined as the ability to apply a set of skills to meet societal demands and/or requirements extant at a particular point in time).

It offers two tracks: Track I Vocational and Track II College Preparation. The Vocational track prepares students for entry-level employment while the College Preparation track prepares students to enter post-secondary institutions.

### Highlight

PCC AHS recorded 116 students that enrolled in the program for SY 2011-2012. Seventeen students enrolled in the Airai Vocational Track cohort while twenty-four enrolled to take classes in the state of Peleliu. Fifteen students registered for Vocational Track cohort in Ngaremlengui. Sixty students registered to take classes in the main campus at PCC during the Fall 2011 and Spring 2012 semesters. There were fifteen (15) students that graduated in the Spring of 2012 and of the fifteen that graduated, four enrolled at Palau Community College.



Director and staff visit students

### **Professional Development**

PCC AHS staff Counselor Hedrick Kual participated and completed 32 hours of training in Advance Professional English Writing Skills (LC 008 01-10-15). This training was offered by PCC Continuing Education.

Counselor Hedrick Kual also participated and completed 30 hours of training in Suicide Prevention Talk Line Specialist. Counselor Kual was also recertified as Substance Abuse counselor by Pacific Substance Abuse and Mental Health Certification Board.

### **Community Involvement**

In cooperation with state governors, PCC AHS was able to offer the Adult High School Vocational Track in Ngaremlengui. Fifteen students registered to take classes in Ngaremlengui. The Ngaremlengui cohort is expected to complete the vocational track in May of 2014. A recruitment plan was formulized and presented to Governor Adachi of Koror state in an effort to collaborate with Koror state hamlet representatives in recruiting potential students. PCC AHS seeks to partner with the Governor of Koror State in making the program more accessible to residents of Koror state.

### **Evaluation/Assessment For Future Improvements**

Out of nine (9) recommendations for improvement from the last Program Review, all had been met satisfactorily but for two items – a science lab accessible to AHS students to support their science lab learning and a dedicated vehicle for use to do site visits of current program sites and do recruitment activities. At the present, there is a college vehicle that can be used to conduct site visits, so it is not a critical need.



### Enrollment History Academic Year 2002-2012

Location	Academic Year	# of Enrollees
Melekeok	2002-2004	18
Ngardmau	2002-2005	15
Sonsorol	2001-2005	9
Ngchesar	2005-2007	12
Airai	Spring 2008	18
Airai	Spring 2011	17
Peleliu	Spring 2011-2012	24
Ngaremlengui	Spring 2012	15
Main Campus	as of Spring 2004	522
	Fall 2005-Spring 2006	84
	Fall 2006-Spring 2007	95
	Fall 2007-Spring 2008	149
	Fall 2008-Spring 2009	146
	Fall 2010-Spring 2011	78
	Fall 2011-Spring 2012	60
<b>Total</b>		<b>1,187</b>

Graduates	Number
Spring '02	7
Summer '02	22
Spring '03	30
Spring '04	36
Spring '05	24
Spring '06	19
Spring '07	20
Spring '08	17
Spring '09	15
Spring '10	20
Spring '11	20
Spring '12	15
<b>Total</b>	<b>245</b>

### AHS Graduates

**Since the establishment of the PCC AHS program in the year 2000:**

- Eleven (11) have graduated from PCC
- Seventy-seven (77) have enrolled at PCC
- Sixty-five (65) are employed full-time in Palau
- Thirty (30) are in the U.S. for work or school
- Seven (7) are in the US Military
- All others are homemakers or have moved outside of Palau

## NON-INSTRUMENT NAVIGATION

Date	Destination and Trip Details
April 2007	Alingano Maisu arrives in Palau with Hokulea and Polynesian Voyaging Society (Nainoa Thompson and crew)
April 2008	Palau –Yap –Palau
August 2008	Palau –Yap –Palau
October 2008	Star Watch training for students—3 days
November 2008	Practical training for students (Koror-southern Angaur-Koror) 4 days
Dec. 2008—Jan. 2009	Practical training for students (Palau-Ngulu-Palau)
March 15-June 30, 2009	Practical training for students (Palau-Saipan-Palau)
March 2010	Practical training for students (Palau-Ngulu-Palau)
April—June 2010	Practical training for students (Koror-Southwest-Koror)
February 2011	Practical training for students (Palau-Ngulu-Palau)
March—May 2011	Practical training for students (Palau-Ifalik-Kafurut-Satawal-Woleai-Yap-Ngulu-Palau)
June—July 2011	Practical training for students (Koror-Sonsorol-Meriil-Koror)

### Highlight

#### Fundraising for Non-Instrument Navigation



From left to right: Ephraim.Ngirachitei, Sen.Alfonso Diaz, Shallum Etpison, and President Tellei

The Micronesian Voyaging Society (MVS) in collaboration with PCC and the services of Senator Diaz held a fundraising event on January 26, 2012 from 1PM - 6PM in the front parking lot of PCC. MVS fundraised to help with the maintenance of Alingano Maisu, a seafaring vessel used in the Non-Instrument Navigation course at PCC. According to Dr. Tellei, Alingano Maisu, under the tutelage of master navigator Sesario Sewralur, has made numerous voyages to the neighboring Micronesian islands, including as far away as CNMI to gain practical experience which is part of the class. Members of the MVS were present to thank people who came to donate, as well as donating to the cause themselves. The total amount raised exceeded \$6,000.00. Teaching our children the importance of traditional non-instrument navigation will ensure our heritage and culture will not be lost.

## We Guarantee Quality and Excellence

Names	Crew
Sesario Sewralur	Master Navigator – Instructor
Miano Sowraenpiy	Crew
David Salapwa	Crew
Students (Class and Sailing)	
Judy Otto – USA/Palau	
Kurt Ngiraked – Palau	
Jameson Techitong – Palau	
Wayne Adelbai – Palau	
Ignacio Wachi – Palau	
Alexander Sumor – Palau	
Liza Avore – USA	
Frank Pedro – Palau	
Elliot Benzle – USA	
Debbie Toribiong – Palau	
Hulda Lukas – Palau	
Frateillo Paul – USA	
Celestine Aderiano – Palau	
Wayne Lee Adelbai – Palau	
Frank Mario Pedro – Palau	

Students (Class Only)
Jenny Jones – Palau
Damian Albis – Palau
Leo Pedro – Palau
Junior Ruluked – Palau
Celestine Yangilmau – Palau
Lorenzo Inacky – Palau
Samuel Bemar – Palau
Baklai Temengil – Palau
Peter Gaymann – Australia
Christino Morei – Palau
Ignacio Morei – Palau
Llemalt Ngiralemesang – Palau
Advin Asito – Chuuk, FSM
Mario Gulibert – Palau
Benjamin Numau – Yap, FSM
Alonz Moses – Palau
Marcello Ngirkelau – Palau
Pius Perogolo – Yap, FSM
Leah Asanuma – Palau
Dave Tarimel – Palau
Dave Ngirakesau – Palau

Volunteers (Sailing)
Haze Malsol – Palau
Kalson Dulei – Palau
Terrance Epugmai – Yap, FSM
James Campelle – USA
Philipp Angelhorn – USA
Tony Piailug – Yap, FSM
Philip Sablan – Guam, USA
Snow Temaungil – Palau
Nick Mailibug – Yap, FSM
Augustine Halishiliu – Yap, FSM
Albino Esoailug – Yap, FSM

## TAN SIU LIN PCC LIBRARY

Palau Community College Library is an integral part of the campus community. The library, with its comprehensive collection of resources, research assistance, access to information and communications technology, is a vital part of every student's academic experience. The library is a department of the college under the Office of the President. The mission of the Palau Community College Library is to support the academic programs at the college and to promote lifelong learning in the wider community with high-quality, accessible resources, information literacy training, and public outreach activities.

### **I. Performance Report**

#### **Summary**

During calendar year 2011–2012, Palau Community College Library worked to provide comprehensive resources and services to PCC students and the general community. Key improvements took place in the areas of grant projects; library staff and professional development; collection development; the library computer lab; orientations, instruction and community outreach; and library self-evaluations and review.

#### **Grant Projects**

The Institute of Museum and Library Services (IMLS) Library Services and Technology Act (LSTA) grant activities between PCC and the Ministry of Education are ongoing. The 2011-2012 grant cycle provided \$42,385.00 for library initiatives in Palau. This funding included monies for ten Palauan library workers, including two PCC Library staff, to attend the Pacific Islands Association of Libraries, Archives, and Museums (PIALA) annual conference in Guam and paid for equipment (two laptop computers, one data projector, and two typewriters) to be used in carrying out the PCC Library and MOE joint-sponsored Summer Reading Camp. Grant activities not yet completed but for which funds are provided include an annual license renewal and upgrade for the Destiny Union library catalog, a dedicated Internet line between PCC and MOE, supplies and materials for the Summer Reading Camp, a consultant (Summer Reading Camp Trainer), and refreshments for the Reader Camp. These grant activities will be completed September 2012.

#### **Library Staff**

The PCC Library currently employs seven (7) full-time staff including an Interim Librarian. Currently, three of the library staff members are pursuing their degrees in the AAS Library Science Program at PCC.

#### **Professional Development**

Trainings and workshops for library staff continue to be supported by the college. In April, the Librarian attended the IMLS workshop in Honolulu, Hawaii, to report the status of the grant. Two staff attended the PIALA annual conference in Guam in November. Staff also benefited from on-island trainings, including a customer service training through the Continuing Education Division of PCC and a Strategic Learning Community (SLC) Project training conducted by PREL.



### **New Program**

In September 10, 2012, the Education USA center opened on campus. This center, housed on the first floor of the library, advises and assists students interested in continuing their education in the United States. It is equipped with a desktop computer for internet access as well as other resources containing information on U.S. institutions.

### **Collection Development**

Library received numerous donations. These donations of both fiction and non-fiction materials have helped to expand the general collection, the children's collection, and the foreign language collections. One particular donation that stands out this year was made by the Carole Lynn Spencer Foundation. The foundation donated 108 books to the Kid's Korner and non-fiction sections of the library. Most of the materials were in the area of education.

### **Library Computer Lab**

The Library Computer Lab is the most heavily used area of the library by both students and the general public. Over the past year, the lab has seen a few improvements, including the mounting of a network switch. The switch allows the use of new software by library staff. The staff can monitor the computer usage of patrons in the computer lab from the circulation desk.

### **Orientations, Instruction, and Community Outreach**

From January to December 2012, the library provided orientations and instruction sessions to 403 students, including nine introductory college courses (SS 100), four Adult High School classes, group tours during Vocational Awareness Week, and a Continuing Education Summer program for kids. An emphasis has been placed on making the collection more accessible and intuitive to the users. During student orientations, the organization system is explained. In addition, handouts for reliable reference sources online, Micronesia-Pacific Resources online, and United Nations websites are made available to the students. In the coming months PCC Library plans to extend its community outreach efforts to bring in groups from the PCC daycare and Head Start programs, to work more closely with providing online catalog instruction to school teachers and librarians, to host movie nights for PCC students, and to potentially provide library services to prison inmates.

### **Library Evaluations**

The library continues to distribute the Library User Satisfaction Survey during each semester to students, as well as to faculty, staff, administrators, and the general public. This survey attempts to succinctly assess technical services, customer service, print collections, and more. The data gathered from these surveys will be analyzed and used to improve library services. In addition, a Library Computer Lab Evaluation Survey is collected from users at the end of mid-term exam to be analyze and review to improve computer lab services.



## II. Present and Future Initiatives

1. Strategic purchasing of new materials, on a semester basis, to improve and update the library collection with input from faculty.
2. Continued improvement of the library Internet connection and increase the number of computers available to students and patrons.
3. Increased efforts to educate students on information literacy and library services through trainings and handouts.
4. Continued creation of a “Learning Commons” environment in the library, contributing to campus cross-disciplinary learning outside the classroom through the use of technology and separate spaces in the library for studying, socializing, and areas for different age groups.
5. Continued implementation of the IMLS grant bookmobile services, providing interlibrary loan services and library programs to elementary schools throughout the republic.
6. Increased efforts (including resources allocation) to re-store or replace security gates to ensure security and safety of library resources and materials.

## III. Statistics

The following charts illustrate the number of computer users, total hours of computer use, total number of library visits, circulation of books and materials, number of non-PCC users, number of books catalogued, number of books donated, number of people using the conference room, number of visitors to the media room, amount of revenue collected, spent and deposited from copies, printing and library cards and year-to-date expenditures.

	# of Conference room usage	Media visits
January	9	5
February	1	1
March	3	0
April	13	1
May	3	0
June	4	0
July	6	1
August	1	0
September	11	0
October	14	0
November	8	0
December	4	0
<b>YTD Total</b>	<b>77</b>	<b>8</b>



Computer Lab

## We Guarantee Quality and Excellence

	Computer users	Hours	Circulation of books and materials	Non-PCC users – voluntary sign-in	Books catalogued	Donated Resources	
						DVDS	BOOKS
January	1,921	1,415.04	2,361	264	added to February		1bx
February	1,912	3,112.07	2,658	268	399		46ea
March	1,893	1,797.86	3,157	285	129		36ea
April	2,041	2,001.00	3,352	292		150	17ea
May	1,549	1,624.03	3,051	137	258		199ea
June	1,640	1,420.03	2,685	46			2 bx & 112ea
July	1,342	1,373.52	2,125	17	106		64ea
August	1,898	1,385.38	2,036	99	74		5ea
September	1,931	1,459.29	2,185	98	63		6ea
October	1,924	1,397.84	2,194	31	added to November	5	18ea
November	2,017	1,521.57	2,000	60	88		56ea
December	984	1,005.55	1,390	66	51	1 set DVD	40ea
<b>YTD Total</b>	<b>21,052</b>	<b>19,513.81</b>	<b>29,194</b>	<b>1,663</b>	<b>1,168</b>	<b>155 DVD</b>	<b>3bxs</b>
						<b>1 set DVD</b>	<b>599ea</b>

Xerox /Printing and Library Card				
Month	Amount Collected	Amount Spent	Amount Deposited	
January	\$189.42	\$369.10	\$ 25.00	
February	\$179.04	\$110.90	\$ -	
March	\$232.88	\$337.55	\$ -	
April	\$137.72	\$119.25	\$ -	
May	\$187.11	\$168.60	\$21.50	
June	\$148.20	\$501.50	\$-	
July	\$56.16	\$39.40	\$-	
August	\$168.05	\$11.00	\$11.25	
September	\$90.25	\$34.90	\$-	
October	\$243.28	\$67.06	\$10.65	
November	\$157.65	\$68.19	\$-	
December	\$100.89	\$302.55	\$-	
<b>Total Amount</b>	<b>\$1,890.65</b>	<b>\$2,130.00</b>	<b>\$68.40</b>	<b>\$(307.75)</b>

## COOPERATIVE RESEARCH & EXTENSION

### **Mission**

Cooperative Research & Extension of Palau Community College is to collaborate with partners and clients to generate and develop and disseminate practical, relevant and sustainable technologies and knowledge in agriculture, food and human sciences to benefit the people of Palau.

### **Executive Overview**

Integrated research and extension programs to address economic, social, and ecological issues continued with special emphasis on the national priority areas. These programs were conducted through the cooperative research and extension department of Palau Community College (PCC). Dissemination of research findings and technologies to sustain and improve the quality of life in our communities was carried out.

Mitigation and adaptation programs on climate change; food security, food safety and childhood obesity programs were launched and supplemented programs on proper hygiene and healthy lifestyle that are important in safeguarding the well-being of citizens. The rising sea level due to climate change has become a really serious concern as we witnessed the catastrophic effects of this phenomenon on shorelines.

The increasing cost of food and fuel has forced people to make adjustments necessary for the new economic, social and environmental conditions and find innovative methods of farming of crops, livestock, and aquaculture species. Research and extension activities promoted agricultural productivity and food security, self-sufficiency, and enhancing quality of life. The utilization, processing and development of new products from staple food crops that are acceptable to the native population and in local markets continued. Trials on taro varieties for their suitability to grow under atoll conditions continued and the micro propagation of elite (disease-free and high yielding) varieties that will improve the quality and quantity of certain crop varieties for food security were ongoing. Continued germplasm maintenance of staple root crops has insured the genetic conservation of these valuable resources for future generations. This has also facilitated the continue supply of planting materials to growers and allow in-vitro multiplication of other food crops.

Aquaculture demonstration projects continued to transfer the technical know-how to the citizens of Palau and Micronesians to enable them to actively engage in projects that could provide alternate income generation with the overall aim of improving the socio-economic conditions of islanders. Efforts were made to initiate and improve site-specific multi-species aquaculture and transfer simple and appropriate feeding technology for targeted aquaculture species to farmers to formulate and prepare their own feeds. Other projects provided stock enhancement to replenish depleted stocks.



Other outreach programs continued on issues ranging from food safety and quality, food security, families and youths, water quality, and managing limited natural resources and the environment. Health and nutrition programs continued on the importance of healthy lifestyles, which included physical activity and consumption of safe and nutritious local food to combat obesity, diabetes, heart diseases and other NCDs. The youth development programs provided information to increase knowledge and appreciation of marine and terrestrial flora and fauna and more students are exposed to computers, which provided the opportunity to use the Internet as an introduction to electronic connectivity and information gathering. Water quality education programs continued as collaborative efforts with international and regional organizations, government agencies, and community groups. Sustainable agriculture and Integrated Pest Management (IPM) programs provided farmers information on agricultural production practices that protect the fragile island ecosystem integrity and biodiversity. Programs continued on resistant crop varieties and practical biological pest control measures to provide useful tools for stakeholders to combat crop pests and diseases and increase productivity. The use of beneficial organisms was emphasized to reduce pest threats on crops.

## AQUACULTURE

Hatchery produced crablets with total carapace length was about 2 inches were given to two local crab farmers for grow-out trial in pens inside the mangroves. A floating fish cage was completed and was stocked with rabbitfish and milkfish broodstock. Walk-in visitors, school children and people in the government visited the hatchery and fish cages to observe the on-going aquaculture activities.

Positive results on the larval rearing, nursery and grow-out trials created a positive outlook to the people regarding the future of aquaculture activities to the resource of mangrove crabs and rabbitfish in the country. Some crab farmers have experienced being fined by the fish and wildlife agency for catching and keeping undersized wild caught mangrove crabs in their farm. Those who are interested to grow rabbitfish loose interest because of so many problems encountered in managing a fixed pen enclosure. Despite of the absence of the researcher, Aquaculture staff were able maintain the fish stock and the facilities well. The reinstatement of an aquaculture researcher is very crucial in order to continue the development of aquaculture in Palau.



## YOUTH AND WATER PROGRAMS

Total of 1,295 students and adults participated in the annual STEM fairs, Earth Day and Olchotel Belau fair, Independence Day and United Nations Day celebration. Various CRE program brochures, publications, posters, demonstrations, aquariums, processed local products as well as planting materials were distributed and demonstrated to the students and community people. Technical support and guidance were provided to the schools and teachers as well as students during the STEM fair.



Emmaus High and Ngeremlengui students doing their physical fitness activities

CRE Youth development program started collaborating with FaCe (Family and Consumer Education) by taking the Physical Fitness part of the classes that are being conducted in the schools and community. Therefore, classes were conducted to 130 students from Ngaremlengui and Koror Elementary School, Emmaus High School, Upward Bound Math and Science program and Bethania High School. The students were engaged in several physical activities during the entire program. After each lessons and meals from the recipes of the day the students were engaged in 15-20 minutes physical activities aside from their school regular Physical Education schedule. The purpose of the program is to instill good eating habits, physical activities and food safety.

## Water Quality

Water quality project collaborators from UH, Manoa (Glen Fukumoto & Jonathan Deneek) visited PCC-CRE for the on-going project of dry litter system and livestock management. Dr. Deneek and Fukumoto had a chance to talk to more than fifty Belau Modekngei School students and 10 PCC Agriculture students to learn about the benefits of dry litter systems as well as the benefits of using compost over commercial fertilizer. The two collaborators also took some soil sample from the taro patches and compost from different composting sites to bring back with them to UH for testing.

## FAMILY AND CONSUMER EDUCATION

### Product Development for Food Security in Palau

Development of local foods in Palau, such as fish, coconuts, and bananas – in addition to root crops – will help reduce food importation and enhance food security contributing to the Gross Domestic Product (GDP) from the agriculture sector. It also supports the tourism industry by providing local foods to tourists.

The following product developments were conducted: bottled coconut juice, coconut cream, coconut yogurt, coconut crepes and custard. Fifty-seven (57) food tasters have indicated that the products were very acceptable to them.

The impact of this project is focused on the public awareness on locally produced food products which enable consumers to utilize farm produce into value-added foods for their consumption and for business opportunities.



### Product Development of Rabbitfish and Crustaceans in the Republic of Palau

Rabbitfish (*Siganus fuscescens*) locally known as *meas* is a favorite fish of Palauans, and therefore it commands a great deal of attention for its propagation and processing. This project is in support of three on-going projects of the Aquaculture Department of PCC-CRE, namely, rearing of rabbit fish, and mangrove crabs. Fish and seafood in general are rich sources of omega-3 fatty acids which are unique in their ability to lower levels of triglycerides in the blood, lessening the likelihood of a heart attack or stroke.

Product development was conducted on rabbit fish in coconut milk, rabbit fish soup, and rabbit fish fillet. Eighty-six food tasters rated the products using the Hedonic Rating Scale in sensory evaluation. The impact of this project is focused on processed foods from these materials that will address to the food security concerns in

Palau and also provide means of livelihood for fishermen and other interested entrepreneurs.





## EXPANDED FOOD NUTRITION EDUCATION PROGRAM

Youth EFNEP program had an opportunity to visit and conduct class to Ngaremlengui Elementary School, Emmaus High School, Palau High School, Special Ed and Upward Bound Math & Science participants. Total of 110 students participated and learned the basics of nutritious food which were covered in 5 lessons, including food nutrition, food safety, exercise, food labels and general food budgeting. These five lessons were delivered over a series of five meetings of two hour sessions.



Adult EFNEP program also conducted classes to 61 adults from Palau Parents Empowered, Angaur State and Ngarchelong Head Start parents. The participants of the program learned the basics of nutritious food which were covered in 5 lessons in food nutrition, food safety, exercise, food labels and general food budgeting. EFNEP and Food Technology demonstrate and display some of the local food products to about 200 visitors during the Olchotel Belau fair celebration.





## AGRICULTURE PROGRAMS

### Maintenance of Root Crops Germplasm

Continued maintenance of the taro and sweet potato germplasm collections was done by weeding and fertilization to ensure good growth of these active field collections. On the other hand, the cassava germplasm collection was replanted to ensure continued maintenance of this active field collection. Total of 3,554 or more taro planting materials were distributed to 190 farmers throughout the year. In addition to the taro planting materials, there were about 600 planting materials of cassava and sweet potatoes that were distributed to the local farmers.

### Micropropagation and In Vitro Conservation of Taro

Micro propagation and in vitro conservation of taro are continually being done in the laboratory. There are currently 1380 cultures of 26 taro varieties being maintained in the multiplication medium. Also, 3,369 taro plants are being grown in plastic bags which are ready for distribution to farmers. A total of 1,598 tissue cultured taro planting materials were given out to farmers for planting in their farms.

### Introduction, Evaluation and Identification of Disease and Pest Resistant Taro Hybrids in Palau

The third batch of taro hybrids brought in from CePaCT, SPC were harvested, characterized and evaluated. There were 11 hybrids from Samoa, 3 hybrids from Hawaii, one hybrid from Indonesia and one from Thailand. Corms of the harvested taro were cooked and subjected to sensory evaluation. The taste panel liked most of the new varieties and hybrids.

To ensure continued maintenance and multiplication of these new taro hybrids, replanting was immediately done in the other areas of the R & D Station. Four hundred ten (410) planting materials of 13 new taro varieties were planted at Ridge Project in Ksid, Ngatpang. At the same time, 506 planting materials of 13 new taro varieties were utilized in the various trials to evaluate climate tolerant traits.



**BL/Samoa 115**



**TAN/Indonesia 14**



**BL/HW 26**

## Evaluating Crops and Varieties for Climate Tolerant Traits

### 1. *Salt tolerance of taro varieties in salt water intruded mesei in Ngimis, Ngatpang*

A wetland taro patch (*mesei*) in Ngimis Hamlet in Ngatpang State which was consistently intruded by salt water during high tide was utilized to test salt tolerance of taro varieties. In fact this taro patch has been abandoned by owners as it has been unproductive due to this problem of salt water intrusion. PCC-CRE made arrangements to utilize this area to evaluate the tolerance and susceptibility of some varieties of taro to salt water-intruded taro patches.

On November 7-18, 2011, the wetland taro patch was divided into 37 sections and prepared in the traditional way by turning the soil manually, breaking up the soil and flattening it. Salinity level of the soil was taken from different sections of the field. The different sections were planted with 960 taro shoots consisting of 18 local and introduced varieties of taro.



*Planting the different varieties of taro in the mesei in Ngimis, Ngatpang*

Data on percent survival and plant height of the different varieties of taro planted November, 2011 in the wetland taro patch (*mesei*) in Ngimis, Ngatpang were taken in February, 2012. Initial observations showed that good growths of the taro were obtained for the most of the varieties. Survival ranged from 40-100%. Average plant height ranged from 29-76 cm. Variety *kirang* showed the most vigorous growth, while the variety Tan/Mal 14 had the lowest plant height. The several sections planted with Dungsul variety also showed a 50% or more reduction in survival in spite of the 100% survival at 3 months after planting with relatively low yield of 1.3 to 4.1 kg.

On the other hand, the variety Ungil Dil appears to be the most susceptible variety to the saline soil condition as all the plants grown in this section died. Ngesuas does not seem to perform well under saline conditions as shown by the great reduction in survival relatively short plants at harvest time and low yield of less than 2 kg/section. Furthermore the different introduction varieties from Samoa, Malaysia, Indonesia, and Hawaii evaluated in this experiment did not seem to perform well under saline and wetland conditions as shown by their low corm yield and survival.

Based on these evaluations the performance of three strong local varieties will be evaluated with improvement in the nutritional status of the soil. Nitrogen, phosphorous and potassium in the soil will be improved to enhance the growth of the taro to help them withstand the saline conditions in the soil.

## ***2. Evaluation of different varieties of sweet potato to atoll conditions in Peleliu***

Peleliu is one of the atoll islands in Palau with a relatively high population of 600 residents. It is characterized by highly coralline soil.

On August 22, 2011, PCC-CRE brought 16 local and introduced varieties of sweet potato and planted them in farms of 7 farmer cooperators in the atoll island of Peleliu who requested for sweet potato planting materials to ensure food security in the event of climate change. Soil samples were collected from the farms and submitted to a laboratory for soil analysis. Chicken manure and fertilizer were applied to the plants at planting time to ensure supply of nutrients.

After 3 months, 50 to 100% ground cover was observed in the farms planted with different varieties of sweet potato. Some plants did not grow well probably due to the relatively dry and well drained soil conditions in the island. Small growth of the sweet potato was obtained. This may be due to the very high soil pH of 7.5-7.8 low organic matter, phosphorus and potassium. In addition, the highly coralline nature of the soil makes it very porous and allows for high rate of percolation fertilizer and nutrients from the soil. Thus, little or no yield of sweet potato was obtained from this experiment.



*Sweet potato variety trials in  
Berta's farm (left) and  
Akemi's farm (right)*



### ***3. Evaluation of different varieties of taro to atoll conditions in Peleliu***

Six varieties of taro were planted in farms of 7 farmer cooperators in the atoll island of Peleliu to ensure food security of the residents in the event of climate change. These were planted side by side with the sweet potato under upland conditions. After 3 months, the taro plants were observed to have 40 to 100% survival. After 5 months of growth, average height of the taro plants in the different sites ranged from 10 to 85 cm.

In March, 2012, the taros from the different farms were harvested. Good yield data was obtained from the different farmer cooperators. Highest yield was obtained with *Ngesuas* variety, followed by variety *Kirang* and *Tan/Mal 14*

### ***4. Evaluation of different taro varieties under waterlogged conditions***

A part of Peleliu Island which is used for taro cultivation is always in submerged condition all throughout the year. In fact the level of the water is frequently affected by the tide level in the island. This is a communal taro patch and giant swamp taro is the most commonly grown species in this area. However, some farmers are trying to grow *Colocasia* taro in these area for local food and customary purposes.

PCC-CRE established trials to determine the response of 10 different taro varieties to waterlogged conditions with 5 farmer cooperators. Two months after planting survival of the taro ranged from 60% to 100%. Average height of the plants ranged from 14 to 63 cm. Continued observation and monitoring of taro trials planted and established in a waterlogged taro patch in Peleliu was done. Height measurements and survival of the taro plants were obtained.



***Planting taro varieties under waterlogged conditions in Beches el Mesei in Peleliu***



## OTHER EXTENSION ACTIVITIES



CHL-LAC meeting

### A. CHL PROGRAM (Children Healthy Living Program for Remote Underserved Minority Populations in the Pacific Region).

Several meetings of the Local Advisory Committee (LAC) for the new CRE program CHL '*Children Healthy Living Program for Remote Underserved Minority Populations in the Pacific Region*' had been conducted with and without the Project leader Dr Jonathan Deneek of UH, Manoa. These voluntary committees will be tasked to provide advice and feedback to the CHL PSC (Program Steering Committee). The LAC will also help discuss and develop potential local policy changes while aiding CHL's alignment with other community programs who share a similar mission.

### R & D STATION VISITORS (Total visitors for the year 2012).

There were close to 500 students and adults who visited PCC-R & D station this year. Guests include students from head start, elementary schools, high schools, community clubs and organizations including foreigners who are living in Palau. The main purposes of the tours or visits are for learning and exploring what PCC-CRE offers to the community.



Day Care students visit PCC-CRE R&D

## INTEGRATED PEST MANAGEMENT TRAINING

Integrated Pest Management (IPM) Training was held on October 24-28, 2011. Fifteen participants attended the Training which included one Extension Agent from each of the COM sites (Marshall Islands, Kosrae, Pohnpei, Chuuk and Yap) in addition to representatives from Koror, Airai, Ngaremlengui, Ngchesar, Ngiwal and Peleliu States in Palau.

A field trip to the PCC Research and Development Station and two private farms held on the first day of the training was done to acquaint the participants with some major pests of crops. A collection of some pests was conducted and were displayed to the rest of the participants during the training. PowerPoint presentations were done at the PCC Continuing Education Training Room on *Principles of Pest Control, Definition and Kinds of Pests, Major Pests of Crops and Household Pests – (including life history and identification of pests), Techniques of Integrated Pest Management, Integrated Control of some Diseases of Crops, Chemical Control of Pests, Types of Pesticides, Pesticide Usage and labels, Techniques of Pesticide Spraying, Pesticide Poisoning, Pesticide Calculation, and Pesticide and Spray Calibration.*

Ms. Francesca Sungino, Pesticide Officer of the Environmental Quality Protection Board gave a lecture on Pesticide Laws and Regulations in Palau. A hands-on demonstration on pesticide mixing, calibration and spraying using only water was done on the last day of the training at the PCC Parking Lot.

Pre-tests and post tests were administered to the participants to evaluate the knowledge acquired by the participants on the subject matters discussed during the training. The participants increased their understanding of pest management and can correctly identify the common names of the major pests of crops. They learned the many options available for pest control which should first be considered. The use of pesticides should be the last resort. The participants have also learned pesticide safety, equipment used for pesticide application, protective equipment and pesticide laws in Palau.

PCC President Dr. Patrick U. Tellei and CRE Vice President Thomas Taro awarded Certificates of Attendance to the 14 participants at the end of the Training. Each participant was also given a PCC T-Shirt and a copy of the books “Economic Entomology in Micronesia” and “Biological Control Introductions in the Freely Associated States of Micronesia”.

## OPERATING BUDGET

REVENUES		
1	Tuition & Fees	\$1,682,056.30
2	Room	\$79,191.00
3	Board	\$211,366.00
4	ROP Contribution	\$2437,000.00
5	Sales of Service	\$444,023.00
6	US Federal Funds	\$819,287.00
7	Restricted Appropriations	\$877,122.00
8	Tuition Increase	\$687,760.00
<b>TOTAL REVENUES</b>		<b>\$7,237,795.30</b>
EXPENSES		
9	Furniture & Fixtures	\$48047.00
10	Equipment	\$103,006.71
11	Insurance	\$28,111.00
12	Instructional Materials	\$277,264.00
13	Books & Library	\$37,231.00
14	Food Supplies	\$343,897.00
15	Consumable Supplies	\$467,429.00
16	Rentals	\$20,000.00
17	Entertainment	\$5,000.00
18	Automobile/POL	\$79,290.00
19	Staff Development	\$29,137.00
20	Advertising	\$1,507.00
21	Printing & Reproduction	\$50,989.00
22	Communication	\$88,969.00
23	Utilities	\$371,911.00
24	Leased Housing	\$63,383.00
25	Freight	\$52,000.00
26	Student Recruitment	\$20,000.00
27	Contractual Services	\$183,211.00
28	Travel (Staff Development)	\$262,219.00
29	Health Insurance	\$142,377.00
30	Life Insurance	\$40,680.24
31	Pension Plan	\$160,000.00
32	Social Security	\$186,907.98
33	Salaries	\$3,166,108.59
34	Adult High School	\$55,590.00
35	Board of Trustees	\$45,000.00
36	Pension Buy Back	\$26,616.40
37	Accreditation	\$14,711.00
38	Non-FAS Pension	\$23,072.00
39	Palau Health Care Plan	\$77,873.00
40	College Wide Software (DataTel)	\$204,000.00
41	Infrastructure Maintenance	\$175,000.00
42	Student Wage	\$243,127.00
43	Tuition Waiver	\$43,050.00
44	SAT 10	\$20,000.00
45	Institutional Membership & Fee	\$74,280.38
46	Scholarships	\$6,800.00
<b>TOTAL EXPENSES</b>		<b>\$7,237,795.30</b>

*Palau Community College's financial statements are audited annually by an independent auditing company in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. The College was audited by the auditing firm of J. Scott Magliari &*

**BOARD OF TRUSTEES**

Mrs. Bilung Gloria G. Salii .....	Chairperson
Mr. Masa-Aki N. Emesiochl .....	Vice Chairman
Mrs. Valeria Toribiong .....	Secretary/Treasurer
Dr. Emais Roberts .....	Member
Rev. Billy G. Kuartei. ....	Member
Ms. Summer R. Saunders.....	Student Trustee

**EXECUTIVE COMMITTEE MEMBERS**

Mr. Patrick U. Tellei, EdD.....	President
Mr. Jay Olegeriil .....	Vice President, Administration & Finance
Mr. Thomas Taro.....	Vice President, Cooperative Research and Extension
Mr. Todd Ngiramengior.....	Executive Assistant to the President
Mr. Tutii-Elbuchel I. Chilton.....	Dean, Academic Affairs
Mr. Sherman Daniel.....	Dean of Students
Mr. William O. Wally.....	Dean, Continuing Education
Ms. Dahlia M. Katosang.....	Director, Admissions & Financial Aid
Ms. Kuye Belelai.....	Project Director, Upward Bound
Mr. Tchuzie Tadao.....	Project Director, Upward Bound Math & Science
Ms. Laura Mangham.....	Project Dir., Talent Search/Dir., Learning Resources
Mr. Alvina O. Marcil .....	Director of Development
Mr. Clement Kazuma.....	Director of Physical Plant
Ms. Vernice Rechebei.....	Director, Student Learning Center (Learning Resource Center)
Mrs. Hilda N. Reklai.....	Director, Student Life
Mr. Bruce Rimirch.....	Director, Computer & Data Processing
Ms. Ligaya Sara.....	Institutional Research Analyst
Mr. Omdasu T. Ueki.....	Director, Human Resources
Ms. Uroi N. Salii.....	Director, Finance
Dr. Isebong M. Asang.....	President, Faculty Senate Association
Mr. Ephraim Ngirachitei.....	President, Classified Staff Organization
Ms. Jessica Paige-Brooks.....	Librarian
Ms. Fenny Seklii.....	President, Associated Students of Palau Community College

**Faculty Senate Association (FSA)**

Dr. Isebong M. Asang.....	President
Ms. Johvanna Yaoch.....	Vice President
Ms. Midori Mersai.....	Secretary
Ms. Maria Joseph.....	Treasurer

**Classified Staff Organization (CSO)**

Mr. Ephraim Ngirachitei.....	President
Ms. Teongel Nigirkelau.....	Vice President
Ms. Pauline Jerry.....	Secretary



**PROFESSIONAL & SUPPORTING STAFF**

Adachi, Lesley B.  
Registrar  
BS 1980, Fort Wright College  
MA 2008, San Diego State University

Akiwo, Ignacio  
Maintenance Helper  
Diploma 1973, Palau High School

Alexander, Grace  
System Analyst  
BS 1985, Northern State College

Alexander, Maurine  
Counselor  
BS 1988, Northern State College  
MA 2003, San Diego State University

Andreas, Clara Maile  
Assistant Project Director, Talent Search  
BA 1988, University of Hawaii - Hilo  
MA 2003, San Diego State University

Anthonio, Angelio  
Academic Counselor/Advisor  
BA 2001, University of Guam

Asito, Pioria  
Acting Library Manager  
AS 1998 & 2001, Palau Community College  
BA 2011, San Diego State University

Belelai, Kuye  
Project Director, Upward Bound  
BA 1978, University of Colorado  
MS 1979, California State University

Camacho, Juan  
Lead Cook  
Diploma 1978, Koror Elementary School

Chilton, Tutii Elbuchel I.  
Dean of Academic Affairs  
BSW 1993 & MSW 1994  
Rutgers, State University of New Jersey

Daniel, Sherman  
Dean of Students  
BVE 2005, San Diego State University  
MA 2008, San Diego State University

De Los Santos, Miguel A.  
Researcher/Aqua culturist  
BS 1992, University of Philippines  
MS 2001, University of Philippines

Del Rosario, Dr. Aurora  
Researcher/Horticulturist  
BS 1966, College of Agriculture, Philippines  
MS 1980, University of Philippines  
PhD 1990, University of Philippines

Dwight, Irving  
Extension Agent  
AS 2004, Palau Community College

Emesiochel, Demy  
Accounting Technician  
AAS 2012, Palau Community College

Etibek, Norma  
Clerk Typist  
AAS 2009, Palau Community College

Faletam, Alice  
Resident Assistant  
CA 2005, Palau Community College

Hanser, Don  
OMIP Coordinator  
BA 1972, University of Wisconsin

Haruo, Harline  
Personnel Manager  
AAS 2012, Palau Community College  
AA 2000, Lassen Community College

Ignacio, Keith  
Administrative Assistant  
AS 1999, Palau Community College

Illilau, Tublai  
Career/Transfer Counselor  
BA 1999, Eastern Oregon University

Immanuel, Hellen  
Assistant Project Director  
BS 1985, St. Paul Bible College

Imetengel, Hugler N  
Tracking & Data Coordinator  
AS 1998, Palau Community College

**PROFESSIONAL & SUPPORTING STAFF**

Itelmong, Petrus  
Security Guard Supervisor  
AA 1981, El Paso Community College

Jerry, Pauline  
Administrative Assistant  
AS 2001, Palau Community College

Joseph, Jolene  
Academic Counselor/Advisor  
BA 2002, University of Guam

Katosang, Dahlia M.  
Director, Admissions & Financial Aid  
MA 1977, BA 1976 United State  
International University

Kazuma, Clement  
Director, Physical Plant  
AS 1988, Micronesian Occupational College

Kazuma, Rodney  
Maintenance Technician  
AS 1997, Palau Community College

Kesolei, Umang O.  
Security Service Officer  
Diploma 1985, Palau High School

Kloulechad, Jade  
Secretary  
Diploma 1999, Palau High School

Kloulubak, Johnston A.  
Security Guard  
Diploma, 1978 George Washington  
Senior High School

Kodep, Tessmarie U.  
Student Account Supervisor  
BS Business Administration  
Eastern Oregon University

Koshiha, Arbedul  
Maintenance Helper  
CA 2006, Palau Community College

Kual, Hedrick  
Counselor  
BA 2005, Pacific Islands Bible College

Kyota, Verna D.  
Secretary  
AAS 2009, Palau Community College

Lirow, Sasha F.  
Accounting Technician  
AS 2010, Palau Community College

Lukas, Hulda  
Secretary  
CA 1985, Micronesian Occupational College

Maech, Akilina  
Administrative Assistant  
AS 2002 & 2004, Palau Community College

Maech, Hamilton  
Student Activities Specialist  
AS 2005, Palau Community College

Mangham, Laura S.  
Project Director, Talent Search & Director,  
Learning Resources  
BA 1980, Trinity College  
MA 2008, San Diego State University

Marero, Dr. Lydia M.  
Researcher/Food Technologist  
BS 1969, Arareta University  
MS 1978, University of Philippines  
PhD 1995, Seoul National University

Masami, Lyndon  
Extension Agent/Research Assistant  
A.S. 2011 Palau Community College

Melphy, Kazue  
Clerk Typist  
Diploma 1998, Bethania High School

Meltel, Jose  
Cook  
AAS 2009, Palau Community College

Merong, Grace  
Library Technician  
CA 2000, Palau Community College

Ngirachitei, Ephraim  
Dormitory Manager  
BA 1982, Hawaii Pacific College

**PROFESSIONAL & SUPPORTING STAFF**

Ngiraibai, Debbie  
Accounting/Business Supervisor  
AS 2002, Palau Community College

Ngiraikelau, Itwong  
Clerk Typist/Research Assistant  
CA 1981, Palau Community College

Ngiraingas, Debrah  
Counselor  
BS 1992, Southern Adventist College

Ngiraklei, Annalisa  
Secretary  
AAS 2009, Palau Community College

Ngiramengior, Todd N.  
Executive Assistant to the President  
AS 1980, Wabash Valley College  
BS 1983, Eastern Illinois University

Ngirarorou, Ann Sabra  
Secretary  
CA 1982, Micronesian Occupational College  
CA 2005, Palau Community College

Ngiratrang, Sebastian  
Food Service Coordinator  
CA 1982, Micronesian Occupational College

Ngirkelau, Teongel  
Registration & Records Specialist  
AS 2008, Palau Community College

Ngirkuteling, Tanya  
Library Assistant  
AAS 2010, Palau Community College

Ngirmeriil, Glendalynn N.  
Counselor  
BA 2005, University of Hawaii @ Manoa

Olegeriil, Jay G.  
Vice President, Administration & Finance  
BA 1989, Hawaii Pacific University  
MA 2003, San Diego State University

Olengellel, Lakolani  
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BA 2004, University of Hawaii – Hilo  
MA 2011, San Diego State University

Olikong, Deikola  
Accreditation Liaison Officer  
BA 1989, Hawaii Pacific College

Olkeriil, Marlyne  
Financial Aid Technician  
AA 1982, Lassen Community College

Osima, Jalavenda P.  
Secretary  
AS 1999, Palau Community College

Rdechor, Gaylord  
Maintenance Technician  
Diploma 1980, Mindszenty High School

Rdechor, Herman  
Security Service Officer  
CA 1988, Palau Community College

Rdiall, Elia  
Security Service Officer  
Diploma 1981, Palau High School

Rechebei, Vernice  
Director, Learning Resource Center  
BA 1990, California State University  
MA 2003, San Diego State University

Rechelluul, Leilanie  
Extension Agent  
BA 1997, University of Guam  
MA 2011, San Diego State University

Recheungel, Winfred  
Counselor  
BA 1981, Chaminade University

Reklai, Hilda N.  
Director, Student Life  
BA 1991, University of Hawaii @ Hilo

Reksid, Maria Lourdes  
Administrative Assistant  
BS 1985, Knoxville College

Renguul, Maureen  
Financial Aid Technician  
CA 2002, Palau Community College

**PROFESSIONAL & SUPPORTING STAFF**

Rimirsch, Bruce S.  
Director, Computer & Data Processing  
BA 1986, Asbury College

Saburo, Richard  
Cook  
Diploma 1978, Palau High School

Saiske, Dilmai  
Academic Advisor/Counselor  
BA 1983, University of Hawaii - Hilo

Salii, Uroi N.  
Director of Finance  
BS 2006, University of Denver  
MBA 2001, National Taiwan University

Salvador, Grace  
Library Assistant  
AS 2005, Palau Community College

Samil, Dilubech  
Administrative Assistant  
Diploma 1983, Marianas High School

Sara, Ligaya T.  
Institutional Research Analyst  
BS 2004, University of Southeastern Philippines

Sato, James Norman  
Student Activities Supervisor  
GED 1992, Ministry of Education

Sebangiol, Murais  
Heavy Equipment Operator & Maintenance Worker  
Diploma 1988, Melekeok Elementary School

Sengebau, Sheree  
Supply Clerk  
CA 2005, Palau Community College

Silil, Mekreos  
Financial Aid Counselor  
BA 1991, University of Guam

Skebong, Sharlenne T.  
Cook  
Diploma 1999, Belau Modekngei High School

Tadao, Tchuzie  
Director, Development Office  
BA 1995, University of Hawaii  
MA 2003, San Diego State University

Takeo, Ezra  
Food Service Supervisor  
Diploma 1977, Marianas High School

Taro, Thomas  
Vice President, Cooperative Research & Extension  
BA 1982, United State International University  
MA 2003, San Diego State University

Tellei, Dr. Patrick U.  
President  
AS 1980, Micronesian Occupational College  
BEd. 1987, University of Hawaii at Manoa  
MEd 1989, University of Hawaii at Manoa  
EdD 2005, University of San Diego

Teruzi, Maria L.  
Field Assistant  
Pre-GED  
Ministry of Education

Thomas, Dalton R.  
Extension Agent  
AAS 2009, Palau Community College

Tkel, Leona  
Secretary  
Diploma 1979, Mindszenty High School

Tmecherur, Wiles  
Maintenance & Operation Supervisor  
CA 1988, Micronesian Occupational College

Towai, Gibson  
Supply/Bookstore Supervisor  
AS 1997, Palau Community College

Udui, Akiko S.  
Information Tech & Tracking Coordinator  
AAS 2009, Palau Community College

Uehara, Dannies  
Research Asst./Extension Agent  
Diploma 1991, Emmaus High School

Ueki, Omdasu T.  
Director, Human Resources  
BA 2001, University of Portland

Ueki, Shelley R.  
Counselor  
BA 2006, Eastern Washington University



**PROFESSIONAL & SUPPORTING STAFF**

Ulengchong, Husto  
Data Services Technician  
Diploma 1984  
Palau High School

Vergara, Rogelio  
Maintenance & Operation Supervisor  
CA 1969, Pampanga, Philippines

Wakakoro, Larry  
Asst. Project Director, UBM&S  
BS 1990, Southwestern Adventist University  
MA 2008, San Diego State University

Wally, William O.  
Dean, Continuing Education  
AS 1978, Lassen Community College  
BA 1980, California State University at Chico  
MA 2005, San Diego State University

Wasisang, Flora  
Secretary  
AS 2005, Palau Community College

Yalap, Grace  
Maintenance Helper/Custodian  
Diploma 1981, Palau High School

**Limited Term Contract:**

Abdulrahim, Davut  
Security Guard  
Diploma 1998, Bortala High School  
East Turkestan

Abdulrahman, Abdulphappar  
Security Service Officer

Batchelor, Christopher  
ESL Advisor  
BA, University of Western Australia  
MA 1996, Monash University

Abraham Lowel I.  
Maintenance Helper  
Diploma 1999, Palau High School

Bedana, Sheryl P.  
Architect/Structural Designer  
BS 2007, University of Mindanao

Bingklang, Beronica  
Office Clerk  
Diploma 2007, Aduly High School

Blaluk, Leona  
General Office Clerk  
Diploma 2007, PCC Adult High School

Dingelius, Dawckins  
Maintenance Helper  
Diploma 2004, PCC Adult High School

Ebas, Amanda N.  
Library Assistant  
Diploma 2004, Palau High School

Esoailug, Albino  
Maintenance Helper  
AAS 2012, Palau Community College

Fritz, Lory  
Field Assistant  
Diploma 1980, Ngaremlengui Elementary School

Ise, Kendra D. Mariur  
Library Assistant  
AAS 2012, Palau Community College

Kesolei, Joanny E.  
Office Clerk  
Diploma 1991, Palau High School

Kloulubak, Raven S.  
Library Assistant  
Diploma 2009, Palau High School

Madlutk, Rehabeam  
Maintenance Worker  
GED 2001, Ministry of Education

Michael, Siliang  
Security Guard  
Diploma 1985, Ngaraard Elementary School

Ngiraked, Kurt  
Traditional Canoe/Builder Sailing Mentor  
Diploma 1979, Palau High School

Ngiramengior, Leonard  
Maintenance Helper/HE Operator  
Diploma 1976, Ngchesar Elementary School

**Limited Term Contract**

Ngiramolau, Mason  
Maintenance Helper  
CA 2004, Palau Community College

Oiterong, Franson  
Field Assistant  
Diploma 1999, Koror Elementary School

Okabe, Yoshi-Aki  
Maintenance Helper  
AAS 2008, Palau Community College

Remoket, Rusky  
Field Assistant  
Diploma, Koror Elementary School

Salapwa, David  
Student Activities Specialist  
AAS 2010, Palau Community College

Sebangiol, Rivers  
Security Guard Officer

Sengebau, Felix  
Extension Agent/Assistant  
Diploma 1992, Mindszenty High School

Sewralur, Sesario  
Master Canoe Navigator  
Diploma 1992, Outer Islands High School

Skang, Rosendo  
Landscape  
CA 1979, Micronesia Occupational College

Sowraenpiy, Miano  
Navigator Crew  
Diploma 2005, Outer Islands High School

Tellei, Courtney D.  
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Diploma 2008, Mindszenty High School

Tellei, Tyler I.  
Research Assistant  
AAS 2011, Palau Community College

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Library Assistant  
Diploma 1992, Mindszenty High School

**FACULTY**

Andrew, Evangeline  
Associate Professor, English  
BA 1994, Brigham Young University  
MA 2008, San Diego State University

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Professor, English  
BBA 1989, University of Guam  
MA 1995, University of Oklahoma  
PhD 2004, University of Hawaii @ Manoa

Bells, Samantha T.  
Criminal Justice Instructor  
BA 2005, University of Hawaii at Hilo  
MA 2008, San Diego State University

Buban, Margeline V.  
Instructor, Math  
BS 1984, Marikina Institute  
MA 2004, Marikina Institute

Charles, Howard M.  
Instructor, English/Music  
BA 1978, Point Loma Nazarene College  
MA 2008, San Diego State University

Darius, Loyola B.  
Instructor, Social Science  
BA 2003, University of Hawaii – Hilo  
MA 2011, Kobe University

Enano, Nobby  
Instructor, Auto Mechanics  
BS 1992, University of Southeastern Philippines

Fritz, Ltlatk H.  
Instructor, Tourism & Hospitality  
BA 2011, University of Hawaii at Hilo

Gachalian, Alex M.  
Associate Professor, Agriculture  
BS 1978, Nueva Ecija University of Science & Technology  
MA 1998, Tarlac College of Agriculture

Garcia, Soledad  
Instructor, Home Economics  
BS 1974, Central Luzon Polytechnic College

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AAS 2010, Palau Community College

**FACULTY**

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BS 2008, University of Santo Tomas

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Kintol, Keiden  
Associate Professor, Business  
BBA 2003, University of Guam  
MA 2011, San Diego State University

Klinworth, Darold  
Instructor, Agriculture (Volunteer, Australia)  
BS 1973, Winona State College

Kunihiro, Damiana  
Nursing Instructor  
BSN 1982, Fort Hays State University

Ledgerwood, Danka  
Associate Professor, Office Administration  
BA 1986, University of Comenius  
MA 1993 University of Comenius

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Instructor, Chinese Language (Volunteer, ROC)

Maui, Victoria  
Associate Professor, Tourism & Hospitality  
BS 1974, Philadelphia College of Bible  
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Mersai, Midori  
Associate Professor, English  
BA 1977, University of Hawaii – Hilo  
MA 2008, San Diego State University

Meyar, Rennetta  
Associate Professor  
BA 2008, San Diego State University  
MA 2011, San Diego State University

Mitchell, William T.  
Communication/English Instructor  
BS 1979, Florida A&M University  
MA 1991, Webster University

Moses, Epimachus  
Associate Professor, Math  
BS 1992, Oregon State University  
MS 2002, Western Illinois University

Ngirmang, Tarmau T.  
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AA 1983, El Camino College

Ngirngebedangel, Joshua  
Assistant Professor, Small Engine & Outboard Motor  
CA 1977, Micronesian Occupational Center

Ngirmeriil, Gamberlyn S.  
Assistant Professor, Science  
BA 1992, Park College  
MA 2008, San Diego State University

Ongalibang, Ala-Lofty  
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AAS 2010, Palau Community College

Ongerung, E-Van T.  
Instructor Assistant/Computer Technician  
AS 2009, Palau Community College

Polloi, Volette Souang  
Instructional Assistant  
BA 2003, University of Hawaii at Hilo

Ramarui, Robert  
BBA 1997, University of Guam  
MBA 2000, University of Guam

**FACULTY**

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