

2018 Annual Report

Palau Community College



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

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President's Message



On behalf of Palau Community College (PCC) Board of Trustees, faculty, staff, and students, I am pleased to present to you our leaders, constituents, supporters, and colleagues the 2018 Annual Report of the college. The report highlights activities and undertakings during Year 2018.

This report is intended to convey key activities of the college in support of its mission that *“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”* which guides our work to transform student lives and be the college for tomorrow’s children.

As we continue to build upon our commitment to serve you, it is important that we continue to engage in a concerted effort to instill in our community the notion that economic prosperity is dependent upon the capacity of our workforce.

We are proud to be the institution of higher education serving our Nation and we look forward to working with you to build our nation’s workforce.

We thank you once again for your continued commitment and support.

Ke Kmal Mesulang.

Patrick U. Tellei, EdD
President

.

Board of Trustees



MASA-AKI N. EMESIOCHL
CHAIRMAN



REV. BILLY G. KUARTEI
VICE CHAIRMAN



EMAIS E. ROBERTS, MD
SECRETARY/TREASURER



ROMANA WONG
TRUSTEE



KIRAH I. REBELKUUL
STUDENT TRUSTEE

The Board of Trustees guides Palau Community College in carrying out its institutional commitment to meet its vision, mission, and to accomplish its goals set forth in 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 Micronesia 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 them in the College's governing body.

History

1927 - 1944 Mokko Totei Yoseijo School
Japanese Administration

1948 - 1955 Palau Intermediate School
Mr. Sadang N. Silmai, Principal
Palau District - Trust Territory of the Pacific Islands

1955 - 1969 Palau Vocational School
Mr. Sadang N. Silmai, Principal
Palau District - Trust Territory of the Pacific Islands

1969 - 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 was officially inaugurated under the Republic of Palau Public Law (RPPL) 4-2

1998
Mr. Mario H. Katosang, Interim President

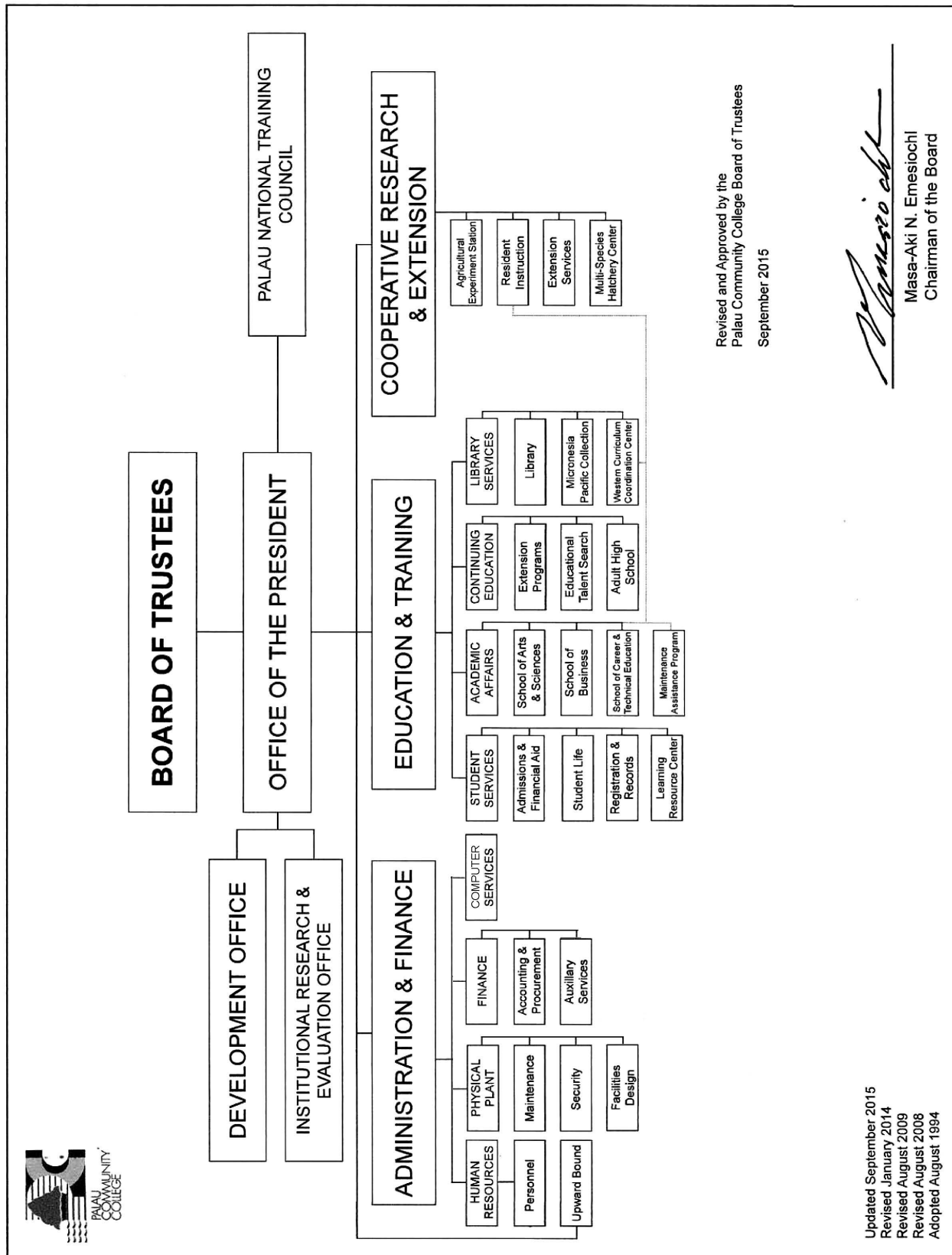
1999 - Present
Dr. Patrick U. Tellei, President



Lebuu Bai



Meseki Bai



VISION - Where We Want To Be

We Strive to 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.

UNIFYING PRINCIPLES

How We Behave - Semesemel a Ureor

Teamwork - Oba tal tekoi

Quality Services - Kot el ngarbab lomeruul

Open Communication - Diak a berrotel

Managing with Goals - Ulterkokl olengcheled

Promoting Leadership - Oldubech a kedul a dereder

Integrity and Loyalty - Melemalt e melangesmad

Community Ownership - Tekoi el buai

Continuous Improvement - Ouelangch ra melemolem el klungiolel a tekoi

Creativity and Innovation - Sebrakl, ituuk, e melasm a tekoi

People & Respect for Others - Omengull ra tang ma tang el chad

PCC

15-Year Institutional Master Plan

2009-2024

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.

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.

Institutional Learning Outcomes

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 use technology for informational, academic, personal and professional needs.

ILO 4: Diversity

Understand and appreciate differences in cultures and behaviors between the self and others by demonstrating respect, honesty, fairness, and ethical principles in both personal and professional life.

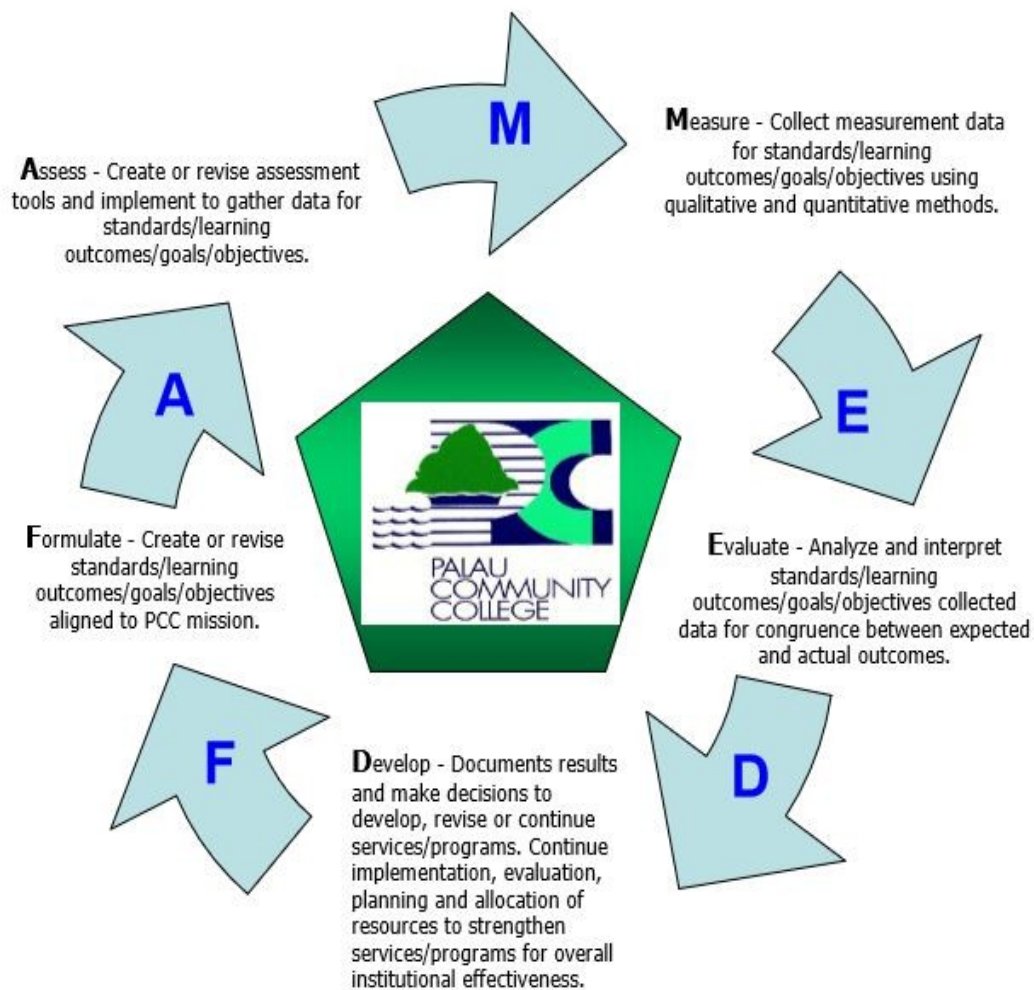
ILO 5: Civic Responsibility

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

ILO 6: Aesthetics

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

Institutional Assessment and Evaluation Process



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 as 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 and Evaluation Office, and the means to report such results in college annual publications or local media. It also reviews and approves program recommendations for implementation.

Dr. Patrick U. Tellei	President
Mr. Jay Olegeriil	Vice President, Administration & Finance
Mr. Thomas Taro	Vice President, Cooperative Research and Extension
Mr. Robert Ramarui	Dean, Academic Affairs
Mr. Sherman Daniel	Dean, Student Services
Mr. Jefferson Thomas	Dean, Continuing Education
Mr. Todd Ngiramengior	Executive Assistant to the President
Ms. Kuye Belelai	Project Director, Upward Bound
Ms. Clara Maile Andreas	Project Director, Educational Talent Search
Mr. Tchuzie Tadao	Director, Development Office
Ms. Deikola Olikong	Director, IREO/Accreditation Liaison Officer
Mr. Clement Kazuma	Director, Physical Plant
Ms. Hilda N. Reklai	Director, Student Life & Housing
Mr. Bruce Rimirch	Director, Computer Services
Ms. Dahlia M. Katosang	Director, Financial Aid Office
Ms. Uroi N. Salii	Director, Finance
Ms. Lesley B. Adachi	Director, Admissions and Records
Ms. Marie Anderson-Nabeyama	Director, Human Resources
Ms. Ligaya Sara	Institutional Research Analyst
Ms. Pioria Asito	Interim Director, Library Services
Mr. Frutoso Tellei	President, Faculty Senate Association
Mr. Larry Wakakoro	President, Classified Staff Organization
Mr. Abel Noah	President, Associated Students of Palau Community College

Institutional Research and Evaluation Office (IREO)

Accreditation

Accreditation is the process for evaluating and assuring the quality of education used by the American higher education community. It is a uniquely American quality assurance process through which institutions collectively set standards for good practice, conducts peer-based evaluations of institutions on a regular basis, confer accreditation status on institutions, and make the results of accreditation review of institutions known to the public.

Palau Community College (PCC) became an accredited institution in 1977 by the Accrediting Commission for Community and Junior Commission (ACCJC) – Western Association of Schools and Colleges (WASC). To date, PCC has been accredited for 41 years. On January 26, 2018, the College received the Commission action letter from ACCJC President, Dr. Richard Winn informing the College that it is in compliance with the Commission's Standards, Eligibility Requirements and policies and reaffirming the College Accreditation for seven years. The College next Institutional-Self Evaluation Report (ISER) is due to the Commission in the spring of 2023. Like any accredited member institution of ACCJC, Palau Community College is required to submit a Mid-Term Report in the midpoint of the seven years. PCC is required to submit a Mid-Term Report in March 2020 to the Commission.

With the requirement of a Mid-Term Report in the spring of 2020, the College President appointed the Accreditation Steering Committee (ASC) 2016-2023 in February 2018. The ASC 2016-2023 initial meeting was March 21, 2018. Members of the ASC 2016-2023 are divided into four main groups representing each of the Accreditation Standards. Each Accreditation Standards members received their specific assignments during the initial meeting. The four Standards groups have the responsibilities to begin the writing of the Mid-Term Report and will be reporting back to the overall committee in March 2019. When each of the Standard Team submits its part of the report, any claimed supporting evidence should be included to support the report.

Palau Community College members continues to work together to ensure the College remains an accredited institution serving students from Palau, the Federated States of Micronesia, the Republic of the Marshall Islands, and the Pacific region. To ensure College accredited status, there are required trainings and meetings that the College must attend and provide training opportunities to educate administrators, faculty, staff and students. In 2018, College members were provided an opportunity to attend the following trainings, workshops and meetings through the College Accreditation Office.

- 2018 Academic Resource Conference, California
- S.Y. 2018-19 Institutional Effective Training, Palau
- S.Y. 2018-19 Convocation, Palau
- IMPROVE – Assessment Management System Training, Palau
- ACCJC Team Chairs Training, California
- ACCJC Team Members Training, California
- ACCJC Team Pre-Visit Meeting, Hawaii
- ACCJC Team Visit, Hawaii
- 2018 Federal Student Aid (FSA) Training Conference, Georgia
- Annual Program Review and Assessment Training, Palau

The College continues to work hard to stay and remain an accredited institution serving the communities of Palau and the Pacific region, as well as ensuring its eligibility for Title IV aid.

Institutional Research & Evaluation Office**Mission**

The mission of the Institutional Research and Evaluation Office (IREO) is to enhance institutional effectiveness by providing systematic, timely and accurate information along with analysis to support institutional planning and decision making processes.

IREO provides analytical support to the administrative and academic community in areas of analytics, program assessment including the design and development of surveys for decision-support research and assessment.

Objectives and Services Performed

During FY 2018, IREO provided support services—analytical, methodological, and statistical expertise—to the college community, consultation on research design, survey development and administration, preparation of decision support materials to academic and administrative units of the college.

Worked with non-instructional units and non-academic units in developing and reviewing internally-developed evaluation instruments. IREO also assisted Academic Affairs (Office of the Dean and Associate Dean) with Student Evaluation of Instructors and a Student Life Survey Form.

IREO also provided data analyses and reports to the following: Academic Affairs Tutoring Lab, Annual Board Evaluation, Business Office User Survey, Board Meeting Evaluation, Cafeteria Satisfaction Surveys, Counseling Services Feedback Survey, Maintenance and Security Unit Surveys, Online Lab Evaluations, Recreation Unit Service User Survey, Registrar and Records Survey, Student Housing Service User Survey, Student Evaluation of Instructors and Course Assessments.

Institutional Publication

The office has released the 2017-2018 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. Trends on Enrollment, Retention and Graduation Rates are included in the fact book.

Institutional Set-Standards for Student Achievement (ISSA)

IREO provided and presented report on the college's Institutional-set Standards for Student Achievement for Academic Year 2017-2018 and comparing to 2016-2017 during annual college convocation.

Integrated Postsecondary Education Data System

Institutional Research and Evaluation Office provided and verified data for federally-mandated reporting requirements to the Integrated Postsecondary Education Data System (IPEDS). IPEDS is a system of survey components that collects data from postsecondary education institutions. These data are used at the federal and state level for policy analysis and development; at the institutional level for benchmarking and peer analysis; and by students and parents to aid in the college search process.

Development Office

The Development Office is responsible to the Office of the President in the areas of institutional development, planning, and public relations.

Mission

To sustain and foster institutional development, planning and community relations to support college programs and services.

Personnel

The Development Office currently has four (4) full-time employees.

Objectives

Public Relations - To foster a positive image and perception of the college to the community through newsletters, annual reports, advertisements, college website, and local media outlets.

Endowment - Seek to generate and utilize effective use of resources to increase the PCC Endowment Fund to \$10 Million by 2024 through: the college initiative of enrolling one new bi-weekly donor every week or fifty-two donors each year, sell tickets worth \$25,000 for every Thanksgiving Endowment Fundraiser, to increase telethon pledges during the fundraiser, and to reach a \$50,000 goal annually.

Bookstore

Mission

The PCC Bookstore is dedicated to support academic programs by providing students, faculty and staff needed education-related resources to support and promote student learning and success.

Objectives

To provide textbooks to support learning and teaching in a timely manner by working closely with Academic Affairs to order and purchase textbooks and have the books available at the College Bookstore prior to the first day of instruction.

To provide academic tools/supplies to support learning and teaching in a timely manner for Technical Education courses by working closely with Academic Affairs to purchase needed tools/supplies and to have them available at the College Bookstore prior to first day of instruction.

To sell a variety of educational merchandise to promote the college and to provide a one-stop school supplies shopping center to the college community.

Annual Thanksgiving Endowment Fundraiser

Endowment Fund Trend	
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 <i>(result of economic decline)</i>
2009	\$1.3 Million
2010	\$1.7 Million
2011	\$2.167 Million
2012	\$2.490 Million
2013	\$3.25 Million
2014	\$3.6 Million (\$50,000 - OEK)
2015	\$3.897 Million
2016	\$4.2 Million (\$50,000 - OEK)
2017	\$4.9 Million
2018	\$5.1 Million



Vice President/Manager of Bank of Guam-Palau presenting a donation to endowment to PCC President Dr. Tellei



Joe Giramur donated fishing lines and lures to endowment



Blue Bay staff Gabriel Garcia presenting a donation to PCC student

Top: PICRC Dr. Yimnang Golbuu presenting donation to PCC student; Bottom: Student Trustee Rebelkuul and ASPCC President Noah receiving donation from CTE Lab School student

PCC ENDOWMENT BI-WEEKLY CONTRIBUTORS**National Government (ROP)****Total Contributors: 606****Total Amount: \$37,163.51**

1 Abba Ngiruos	41 Bernadette Kintaro	82 Clifton Soalablai	122 Doreen Yoshiwo
2 Adelaide Rechemang	42 Bernice Sidoi	83 Clifton M. Rubasch	123 Dorothy T. Skang
3 Adeline D. Santos	43 Besie E. Elbelau	84 Clint Mersai	124 Douglas Tkel
4 Adeline Ngirakesau	44 Beverlin Takeo	85 Clive Telei	125 Duane Robert
5 Adora Ngiramolau	45 Beverly M. Subris	86 Colin Isamu	126 Duane Tochi
6 Akemi Kaleb	46 Billy B. Rekemel	87 Cyril P. Leonardia	127 Dwight Ngiraibai
7 Alex B. Siliang	47 Bion D. Blunt	88 Damiana Y. Ngiratecheboet	128 Dwight Jr. Albert
8 Alexander S. Merep	48 Blas Lawrence	89 Daniel S. Aquon	129 Dyna Miclat
9 Alexander Cruz	49 Bolton X. Tengoll	90 Danny D. Elidechedong	130 Earle Emiliano
10 Alexander Sumor	50 Bonifacio Ngiraiwet	91 Darlynne Takawo	131 Early M. Salii
11 Alfonsa Blesoch	51 Bonnie L. Rengiil	92 Dave A. Orrukem	132 Edline Mabel
12 Allen P. Remeliik	52 Boone Silas	93 Davis Saburo	133 Edmund Ongrung
13 Allen Ngirailemesang	53 Borman Teltull	94 Davis Tamtereng	134 Edolem Ikerdeu
14 Allyne Kikuharu	54 Bradford Blaluk	95 Dean C. Renguul	135 Edson Chiokai
15 Aloysius Alonz	55 Bradley Rimirch	96 Dean A. Terry	136 Edward Yaoch
16 Alton Samsel	56 Brandon B. Giramur	97 Debby Debengek	137 Edward Anastacio
17 Alvera Azuma	57 Brian Lakobong	98 Debed Luii	138 Edward Tadao
18 Alynda O. Masayuki	58 Bridget Iyar	99 Deborah T. Wiley	139 Edwin Ongerung
19 Amos B. Solomon	59 Brownny Salvador	100 Deborah Mesubed	140 Edwin Polloi
20 Andrew Tabelual	60 Burt N. Ldesel	101 Dee Blunt	141 Edwin Tomoichi
21 Angela M. Blaluk	61 Burton Wong	102 Delilah Llecholech	142 Edwina Polloi
22 Angeline Sakuma	62 Camellia Wasisang	103 Delina Kebekol	143 Efrencia R. Kazuma
23 Ann L. Pedro	63 Capily Mutsuo	104 Delmas Beketaut	144 Eileen Solang
24 Annette Ucherkemur	64 Carl Q. Polloi	105 Delorah Yoshiwo	145 Elchesel Wilfred
25 Annette M. Siksei	65 Carlson Etpison	106 Delphina Sumor	146 Eleanor Anderson
26 Annette O. Tirso	66 Carter Ngiralbong	107 Deneley Mutsuo	147 Elizabeth S. Kyota
27 Antoinette Tengeluk	67 Charles Obichang	108 Denicia Mariur	148 Ella J. Ridep
28 Antonio B. Mariur	68 Charley Simeon	109 Denise L. Sambal	149 Ella Rdiall
29 Antonnette O. Merur	69 Chasinta M. Jefferson	110 Dennis Blaluk	150 Ellen B. Chokai
30 Armstrong August	70 Cherylene Rengulbai	111 Dennis Renguul	151 Ellena Temol
31 Arsenio Saburo	71 Chiba Rii	112 Derrick David	152 Elliot Udui
32 Arthur Remeliik	72 Christine B. Trolui	113 Deskim Tutii	153 Elmera Syozitaro
33 Azaria Timarong	73 Christine Nakamura	114 Devon Andreas	154 Elspeth Ngiraibai
34 Bailey J. Eberdong	74 Christopher Debengek	115 Dianne Brewer-Jayson	155 Emadech D. Oiterong
35 Baklai Temengil	75 Clara Rechebei	116 Dietz B. Rengechel	156 Emily B. Kaleb
36 Beatrix Remoket	76 Clarinda S. Alexander	117 Dilisa Brikul	157 Emrei Takeo
37 Beatrix B. Taima	77 Clarinda Worswick	118 Dillaine Ueki	158 Epsie West
38 Benedict U. Tellei	78 Clarissa Rdang	119 Dina Sandei	159 Eric K Rechucher
39 Benjamin M. Masters	79 Clark M. Rechebong	120 Dolyn I. Tell	160 Ernestine Kadoi
40 Berlinda E. Ngiraungil	80 Clayton D. Ngiraked	121 Dominina Ngiraibai	161 Erolflyn Kloulechad
	81 Cliff Cruz		162 Ervin C. Rengechel

163 Etison Sadang, Jr.	208 Helen Remoket	252 Jochebed E. Albert	297 Keobel Vitarelli-Sakuma
164 Eugario Ngiratmab	209 Helena Rebelkuul	253 Jodston T. Wasisang	298 Keong Roduk
165 Evangeline Baysa	210 Helenda Oimei	254 Johaina Sadao	299 Keraskes Masaharu
166 Evelyn M. Teriong	211 Hideki Takataro	255 John Gabriel	300 Kerufin Tolngii
167 Evelyn Adelbai	212 Hila Asanuma	256 John Mark Ngirmekur	301 Kerungil Tellei
168 Evelyn Tomokane	213 Hilda Kenzio	257 John Ngewakl Pedro	302 Kevin N. Ngitong
169 Everlynn Belelai	214 Hogan Skebong	258 John Sadao	303 Kimiyo Nakamura
170 Everson Sadang	215 Ikrebai Blesam	259 Johndeck Timarong	304 Koriang Clarence
171 Felisa J. Remoket	216 Ilima Kloulchad	260 Johnmark Olkeriil	305 Kurt Rehuher
172 Fenally Seklii	217 Imengel Mad	261 Johnny Sambal	306 Kyah Remeliik
173 Ferlyn Mtoched	218 Imengel Secharmidal	262 Johnson Saikemal	307 Lackson V. Basilius
174 Festus Ringang	219 Inez Remengsau	263 Jolene M. Mekreos	308 Lady M. Ngiratkakl
175 Flora Kintaro	220 Inglord Sumang	264 Joncy Useluku	309 Lago-Marcino T. Tadao
176 Florencio Adelbai	221 Iola Blaluk	265 Joncy D. Tkel	310 Lalii Meyer
177 Francis Termeteet	222 Ishmael Imetengel	266 Jonie B. Rengiil	311 Lalii Oiterong
178 Francis S. Alonz	223 Ismael N. Aguon	267 Jonnie R. Ngeluk	312 Lamoine V. Abraham
179 Francisco Melaitau	224 Iterir J. Oketol	268 Jordan Ewatel	313 Landis Rechelluul
180 Franco Marcello	225 Jackline Pedro	269 Joesph I. Tiobech	314 Lannie J. Tsuneo
181 Frannie Ngiltii	226 Jacob Timarong	270 Josephine Asanuma	315 Lanson Doktok
182 Fred Ramarui	227 Jacqueline Ngirdimau	271 Josiafat U. Ibutirang	316 Lantz D. Ngiramengior
183 Freda Harvey	228 Jade Cruz	272 Jovian Adelbai	317 Larry Mamis
184 Frida S. Kual	229 Jane M. Reconose	273 Jowas Wasisang	318 Lawrence Sumor
185 Frienda Wasisang	230 Janee E. Kloulechad	274 Joyce Ramarui	319 Leena S. Muller
186 Fitzgerald B. Demei	231 Jason C. Nolan	275 Joycelyn Gabriel	320 Leileen Reklai
187 Froline Ann Bultedaob	232 Jason Tewid	276 Jr-Young Sikyang	321 Lekiesha Ngirchemat
188 Galileo E. Saiske	233 Jean F. Techur	277 Juanita Marcil	322 Lentcer Basilius
189 Gathan Isimang	234 Jeanette R. Ngirngetrang	278 Judson Butelbai	323 Lesley Ngiramolau
190 Gerda E. Setts	235 Jefferson Blaiyok	279 Judy Mathew	324 Levelyne Renguul
191 Gillham T. Obeketang	236 Jefferson T. Thomas	280 Julie-Ann Castro	325 Liezel Pulgueras
192 Gloor N. Gates	237 Jefferson I. Eriich	281 Julien Adelbai	326 Lili Marino
193 Gloria Oseked	238 Jelynd Ngirmang	282 Julius Ludovico	327 Lilian N. Marcil
194 Godinez B. Renguul	239 Jemaica Ongklungel	283 Kabidor Taima	328 Linda Kuterbis
195 Godwin Smau	240 Jennifer Williams	284 Kaia Sasao	329 Linda Ngotel
196 Godwin Philip	241 Jeremiah Tem	285 Kailang Asanuma	330 Liza King-Ich
197 Grace Tomoichi	242 Jerry N. Saka	286 Kalista J. Rafael	331 Lizle C. Delos Santos
198 Gregory Ksano	243 Jersey Iyar	287 Karl Iekar	332 Lloyd Ueda
199 Gustav Aitaro	244 Jesse Sengebau	288 Karma D. Raymond	333 Lolyna E. Ngiratrang
200 Gwendalyn K. Sisior	245 Jessica Blailes	289 Katsumi T. Ngirchokebai	334 Lora Demei
201 Gwendolyn D. Bai	246 Jessica Daniel	290 Kayla I. Rebluud	335 Lorena Miyuki
202 Gwenthyran Williams	247 Jessica A. Sumor	291 Kayleen M. Joseph	336 Lorenza Ise
203 Hadleen Medalarak	248 Joanne D. Udui	292 Kazuki Sungino	337 Loretta Philip
204 Halora Paulis	249 Joanne I. Mikel	293 Keaton Soalablai	338 Lorilynn Derbai
205 Harlan Derbai	250 Jocelyne L. Tonyokwe	294 Keiden Kintol	339 Losii Ngirdengoll
206 Harry Sambal	251 Jocelynn Rehebong	295 Keizy Kuroda	340 Losii Samsel
207 Hasinta Rekemel		296 Keizy U. Shiro	341 Louisa B. Santos

342	Lourigene K. Samsel	386	Meikok Chin	431	Palmer D. Swei	476	Rochelle R. Thomas
343	Lovey Alfonso	387	Melanie Ringang	432	Pansy Tatingal	477	Rodney Esebei
344	Lucia W. Tabelual	388	Melanie Charles	433	Pasqual Ongos	478	Romeo G. Reddin
345	Lucio Hidemi	389	Melisha J. Moses	434	Patricia A. Franz	479	Romson Remoket
346	Lucy A. Tangelbad	390	Melingerii Ignacio	435	Pearl L. Sengebau	480	Ronald Kumangai
347	Lucyjane Techechur	391	Melvin Ubedei	436	Peggy T. Hanser	481	Ronnie S. Pedro
348	Lue Dee Kotaro	392	Meo Tomei	437	Perry Hideos	482	Rosa L. Florendo
349	Luiil Erriang	393	Mercy S. Kiuluul	438	Persilla A. Rengiil	483	Rosalita L. Tadao
350	Luke Mangietar	394	Mercy Beketaut	439	Petra R. Glenn	484	Rose Mary Skebong
351	Luna Dlutaoch	395	Merep J. Ngiralmu	440	Philip Meriang	485	Roxann Teiich
352	Lyliza Madris	396	Merlynda Ramarui	441	Philip N. Haruo	486	Rozella Tochi
353	Madeline Masaru	397	Merlyne M. Katosang	442	Piccola H. Ngiraked	487	Rsei A. Odang
354	Madeline Tengeluk	398	Mesiwal Madlutk	443	Pillar Ngiraswei	488	Ruluked L. Daniel
355	Madengerang Takeo	399	Michael Ngiruos	444	Polycarp Marcil	489	Rumi E. Singeo-Reklai
356	Magaria Tellei	400	Michelle Kodep	445	Portiana Franz	490	Russell Roman
357	Maloreen A. Renguul	401	Mike Meyar	446	Pracy Masubed	491	Ruth B. Ulitch
358	Malsol E. Nobuo	402	Miriam Rengulbai	447	Priscillo Orrukei	492	Ruth Naruo
359	Marcella April	403	Mitsue Toribiong	448	Procerpine Mellil	493	Ruth C. Elbelau
360	Margie Ngirmidol	404	Molina T. Skilang	449	Quintina Nestor	494	Ryan A. Franz
361	Maria Predmore	405	Monaliza S. Melayong	450	Rachel Hosei	495	Sabina Andrew
362	Mariano Hagileisou	406	Muriel Sinsak	451	Radley T. Kazuma	496	Sabina Ewatel
363	Maribelle Britanico	407	Myla M. Oimei	452	Ralph W. Ubedei	497	Sadako Tadao
364	Marion M. Kual	408	Nabors Ngirumerang	453	Ralph Remoket	498	Sahar K. Hanser
365	Mariposa D. Ngiramengior	409	Nangisa Mai	454	Raymond Ongino	499	Salazar Joseph
366	Marisol V. Imperial	410	Nanumi Toribiong	455	Raymond Roman	500	Salustia Mira
367	Marjorie K. Mad	411	Naomi Ngirakamerang	456	Rayna Arurang	501	Salvador Ingereklii
368	Marlyne Ngiraidong	412	Nazaria Tutiy	457	Rayna Bailas	502	Samuel Lucas
369	Marphina R. Ngitong	413	Neil M. Ringang	458	Rayner Saburo	503	Samuel Ldesel
370	Martha Beketaut	414	Newton Anastacio	459	Raynold Mechol	504	Sanchez P. Moses
371	Marvin Wasisang	415	Ngelechel Miko	460	Raynold Skilang	505	Sanford T. Smau
372	Mary Basiou	416	Ngereblunt Arurang	461	Realynn L. Tucheliaur	506	Scarlet Nambert
373	Mary Eungel	417	Ngerikl Baules	462	Rebecca Hasinto	507	Scott F. Weers
374	Mary Arius	418	Ngeyus Ngirachelsau	463	Rebecca Ngiruos	508	Scott Delkuu
375	Mary Tkel	419	Ngirametuker A. Sebuu	464	Rebecca Ngirngebedangel	509	Scotty Rechucher
376	Matsuda Ngiraikelau	420	Nglodch Luii	465	Regis Akitaya	510	Secilil Eldebechel
377	Maureen Kuroda	421	Nicholas Aquino Jr.	466	Reilly M. Hideos	511	Shaina Mimong
378	Maureen Masao	422	Nick B. Tmecherur	467	Renay Robert	512	Shannon Madris
379	Maurice N. Kyota	423	Nihla Reddin	468	Reuben K. Ngirakesau	513	Shareen D. Siksei
380	Maximo Marcello	424	Niva A. Siles	469	Rhine Remoket	514	Shari Nicholas
381	Mayer L. Julius	425	O'Brien Cleofas	470	Ricky Rubario	515	Sheila J. Pedro
382	Mayleen T. Ngiriou	426	Olikong Kingichi	471	Rikel Kual	516	Sheilla Haruo
383	Maylene D. Gorong	427	Olivia Orak	472	Rilla Ngirmidol	517	Shelley Kailang
384	Maylene Olkeriil	428	Orrukem O. Demk	473	Rita Kuchad	518	Sherene K. Adolf
385	Mayumi Mariur	429	Oscar Hainrick	474	Ritter Udui	519	Sherilynn Madraisau
		430	Oshiro Lorin	475	Robbin Ngiralmuut	520	Sherline Sakaziro

521 Sherman Inawo	566 Uelbil P. Michael
522 Sherry Olikong	567 Ulai T. Ikesiil
523 Sherry Sisior	568 Uodelchad Ngiriou
524 Sherryl L. Solang	569 Valeria Ngirameketii
525 Sherwin Yamanguchi	570 Valeria Rengulbai
526 Shirley M. Kembo	571 Vania Ringang
527 Shirley Ngiramolau	572 Veloria V. Riungel
528 Shirley Tirso	573 Verlyne N. Meresbang
529 Shirlynn Arurang	574 Vernie S. Ngiraked
530 Silverius Tellei	575 Vernon Basilius
531 Sinton Soalablai	576 Victor E. Remengsau
532 Skaruno April	577 Victoria J Alfonso
533 Skulie Eldebechel	578 Villiany Thomas
534 Sngebard Delong	579 Viola Stephanus
535 Sophie T. Gibson	580 Viola A. Ngirngetrang
536 Stacy Akitaya	581 Virginia Tkel
537 Stanford Blaluk	582 Virginia N. Teriong
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540 Stephly M. Gabriel	585 Vivianlei F. Ngirngetrang
541 Sterlina Gabriel	586 Wendy N. Arurang
542 Stice Rdechor	587 Wesley Florencio
543 Susan Malsol	588 Wilhelm B. Rechelluul
544 Sylvia Osarch	589 Wilhelm Ngiralbong
545 Syringa Gulibert	590 Wilhelm Ngiraikelau
546 Tecaquita Tabelual	591 Willa Wong
547 Telkaki Sadang	592 Williander Ngotel
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551 Theresa Ililau	596 Wilson Ongos
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553 Thomas Ngirailid	598 Yokchi Chin
554 Thomas M. You	599 Yokichi Mori
555 Thorne N. Siksei	600 Yuriko Bechesrrak
556 Tilei M. Beluong	601 Yutaka Gibbons, Jr.
557 Tino Faatuuala	602 Yvonne S. Ruluked
558 Tirisa Tirso	603 Zenaida R. Orak
559 Tmekei Ellis	604 Zeralda L. Smau
560 Tommy Riumd	605 Zilah Oiterong
561 Trebkuul Tellei	606 Zonalyn Jonathan
562 Tricia Wong	Civil Service Pension Plan
563 Trina Renguul	Total Contributors: 1
564 Tsungiko Renguul	Total Amount: \$65.00
565 Ucheriang U. Aderkeroi	607 Alice Tabelual

Bank of Guam
Total Contributors: 6
Total Amount: \$250.00

608 Juliet Skebong
609 Margarete Dou
610 Pearly L. Albert
611 Sandra Ngirngesang
612 Terra Temong
613 Veronica Simeon

Palau Pacific Resort (PPR)
Total Contributors: 24
Total Amount: \$1,914.18

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615 Amelia Olebuu
616 Alraw Yoruw
617 Elbetei Erechar
618 Brett Eungel
619 Elouise Imeong
620 Eric Matul
621 Flavin Imeong
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623 Grayton Mad
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634 Pasquana Renguul
635 Temmy Mitaro
636 Xanadu Matul
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Palau Conservation Society
Total Contributors: 2
Total Amount: \$156.00

638 Lolita Gibbons
639 Yalap Yalap

Social Security Adm.
Total Contributors: 5
Total Amount: \$440.00

640 Dilkui Marino
641 Jeany Spis
642 Reagille Takataro
643 Moira Azuma
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Total Contributors: 2
Total Amount: \$104.00

645 Frida H. Delmau
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Palau Shipping Company
Total Contributors: 2
Total Amount: \$304.00

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648 William Keldermans

Surangel & Sons Co.
Total Contributors: 4
Total Amount: \$163.00

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651 Diolyn Ulang Temol
652 Jayvan Tarkong

Palau International Coral Reef Center
Total Contributors: 3
Total Amount: \$130.00

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654 Yimnang Golbuu
655 Ilebrang Olkeriil

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Total Contributors: 5
Total Amount: \$280.80

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658 Kei'Ili Mikel
659 Noella Karmelong
660 Sharon Bultedaob

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Total Contributors: 21
Total Amount: \$1,334.72

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 662 Andrea Saburo
 663 Bethwel Emul
 664 El'zeder Eledui
 665 Exely Yaoch
 666 Florentino Haruo
 667 Geoffrey Techur
 668 Gershwin Rengiil
 669 Hartman Kumaichi
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Communications Corp.
Total Contributors: 17
Total Amount: \$781.00

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 683 Carlo Otobed
 684 Dinah Lee Thomas
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 686 Hiram Reched
 687 Jesse Alfonso
 688 Juslee Maui
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 693 Marcil Chiokai
 694 Moira Azuma
 695 Prozert Ngiralmu
 696 Ringo Ultiraki
 697 Rolando Mission
 698 Susan Leong

Palau Community College
Total Contributors: 157
Total Amount: \$11,528.20

699 Akiko S. Udui
 700 Akilina Maeche
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 703 Alex M. Gachalian
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 732 Demy F. Emesiochel
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 736 Dolmii D. Remeliik
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 820 Pua-Lavita Tadao
 821 Pauline Jerry
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825 Reva T. Ilemelong

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831 Samantha Fanapin

832 Samantha T. Bells

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834 Sebastian Ngiratrang

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836 Shelley R. Ueki

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838 Siliang Michael

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840 Tanya Ngirkuteling

841 Tarmau T. Ngirmang

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843 Tennyson Cason

844 Teongel Ngirkelau

845 Tessmarie U. Kodep

846 Thomas Borja

847 Thomas Taro

848 Umang Kesolei

849 Uroi N. Salii

850 Vernice Yuzi

851 Volette S. Polloi

852 Wiles Tmecherur

853 Yin Yin Nwe

Ngchesar State Gov't
Total Contributors: 1
Total Amount: \$120.00

854 Morland Naruo

Palau Community College
thanks all Bi-weekly
Contributors
to the college
endowment fund

Palau Community College Annual Get Together of All Bi-Weekly Contributors to the College Endowment Fund



Thorne Siksei receiving prize from VP Thomas Taro



Dr. Sylvia Osarch wins a raffle drawing prize



Clarinda Worswick wins a spear and a bench awarded by VP Thomas Taro

**RECIPIENTS OF
FALL 2017 - SPRING 2018
PCC-BASED SCHOLARSHIPS**

*Terry Ngirmang
Nursing Scholarship*



Alynda Masayuki



Marichelle Kiuluul



Ervin Itiyangmal



Trinity Misech

Matson Navigation Scholarship

Pierantozzi Scholarship



Esilong Ngiraiwet



Tarmau Ngiramengior

*David W. Shipper Memorial
Scholarship*



Crane Moses

Moylan's Insurance Scholarship



Howard R. Charles Jr.



Ju-Ann Timarong

*Prince Lebuu
Scholarship*



Tessy Nobuo

*Faculty Senate Association
Scholarship*



FSA members and scholarship
award recipients

Mr. Esilong Ngiraiwet

Ms. Monique Hideo

Ms. Minelli Olkeriil

Debbie Ngiraibai Scholarship



Ochob Obeketang

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.

Human Resource Division

Mission

The Human Resource Division (HR) is responsible for the recruitment, training, development and retention of PCC employees. HR division works with PCC's employees to shape policies and procedures ensuring that PCC's business and long term goals are in harmony with that of its working staff.

Personnel

The Human Resource Division has three full time employees:

- Director
- Personnel Manager
- Secretary

Together, these personnel work to provide HR related services in relation to human resources matters to perform HR division work meeting the expectations and needs of the institution.

Programs and Services

- Recruitment and Hiring
- Renewal of employment contracts
- Coordinate annual employee performance and merit review
- Provision of suitable Group Life Insurance and Health Insurance
- Assist all departments/divisions by providing trainings as requested or supported by evaluations
- Compliance with PCC's Personnel Rules and Regulations Manual
- Monitor property and equipment use
- Space Rentals (Cafeteria and Parking Lot)

Highlights

- FY 2016, 2017, and 2018 Standard III A completed
- Conduct Annual Convocation
- Renewed Moylan's Auto Insurance
- Renewed PCC Business Owners insurance policy
- Twenty One (21) New Hires
- Two (2) Retired
- Sixteen (16) Resigned
- Forty-seven (47) Contract Renewals
- 147 Annual Performance Evaluations

Finance**Mission**

The Mission of the Business Office is to provide accurate and timely financial services; protect the college's assets; and provide friendly and professional services to the faculty, students and community.

Personnel

The Finance Division currently has six (6) full-time personnel:

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

Programs and Services

The Finance Department is responsible for the preparation of the overall institutional budget. It directs budgetary controls in disbursing, accounting and auditing of funds and maintains a system of financial and related statistical reporting. The Finance Department continues to monitor and assess its supporting services for improvements. The Finance Department in addition welcomes Federal Work Study students and Upward Bound senior students to enhance their school experience by working as office aides allowing them to engage in the day to day work environment of the Finance Department.

Professional Development

Association of Pacific Island Public Auditors Conference

Pacific Financial Aid Association (PacFAA) Conference

SDSU Bachelor's Cohort Program

Annual Highlights

The institution's external audit concluded in May 2018 for Fiscal Year 2017 ended with an unmodified audit report that was conducted by our external auditor Burger, Comer, Magliari CPA.

Last year, our Accountant and Business Supervisor Ms. Debbie Ngiraibai, Account Payable Technician Ms. Kristy Olkeriil, Payroll Account Technician Ms. Kesina Tadao, Account Receivable Technician Ms. Demy Emesiochel attended the Association of Pacific Island Public Auditors Training (APIPA) in the Republic of Palau.

As we continue to better our services, we also strive to develop the staff of the Finance Department. Our Accountant and Business Supervisor, Account Payable Technician, Payroll Account Technician, and Account Receivable Technician are currently enrolled in the San Diego State University Extended Studies Bachelors Program. There have currently completed 10 of the 18 courses and will be completing the program in Fall 2020.

FINANCE DIVISION STATISTICAL INFORMATION

NO. OF ACCOUNT PAYABLE	3,919
NO. OF PAYROLL CHECKS	6,953
NO. OF RECEIPTS	3,502
NO. OF INTERNAL WORK ORDERS	157
NO. OF EXTERNAL WORK ORDERS	75



Computer Services

Mission

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

Annual Highlights

October, 2017

Library network file server was repartitioned by taking part of its secondary storage in order to increase its storage capacity as recommended by software vendor.

For security of college internal network, a separate wifi hotspot called “other” with separate Virtual Local Area Network (VLAN) and Dynamic Host Control Protocol (DHCP) was created for college guests and other authorized outside guests using college facilities.

PNCC was also requested to install their wifi hotspot at Assembly Hall and Ibokill conference room in addition to college library to accommodate the public.

November, 2017

Rerouted all network devices; network layer 3 and layer 2 switches, and wifi access point hub to use satellite dish (connect to Speedcast from Australia) for internet connections for continues software and firmware updates, in order to minimize internet load of college DSL lines.

Upgraded online Distance learning network firewall and renewed it’s subscription for the next 3 three years.

December, 2017

Uninstalled Unifi Wifi controller from windows network file server and reinstalled it on an open source network operating on Linux server as well as upgrade its firmware version to the latest version.

January - February 2018

Worked with PNCC to test and reconfigured all Digital Subscriber Lines’ (DSL) firewalls from PPPoE (Point-to Point Protocol Over Ethernet) to static IP (/30 ip configuration). Installed new VDSL (Very-high-bit rate Digital Subscriber Line), consolidate, test, and migrate some of DSL users to VDSL for testing.

March - May, 2018

Installed a wireless connection to computer lab at Room 62.

Technology Resource Committee finalized and approved college cyber security policy.

Fiber optic was first connected on March 19, 2018, and after testing and configuration, the migration process off each DSL line to the fiber optic took place from month of April to May 2018. Library was first one to migrate and started using fiber in mid April 2018. The rest of DSL lines were migrated in April and May, 2018 to fiber connection and making use of 29 configuration provided.

June - July, 2018

Finalized Admissions & Records Student Information System (SIS) software matrix for vendor.

Purchased Spyware software to removed virus in the CPortal and restore data back to the Server.

August, 2018

Created email accounts on palau.edu domain for all staff and students.

September, 2018

Cyber security policy was approved by college President, and posted on college web site.

Training of Department and Division to be responsible to update their page on college website.

Worked with Library follett software company to reinstall the library program and database on an old file server for temporary use, while working to restore library server. Their files were restored from cloud backup without computer virus infections.

Physical Plant

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

Service Area Functions

- Custodial Services
- Grounds maintenance and landscaping
- General maintenance services
- Air Condition and ventilation services
- Sidewalks, steps and parking lots repair and repainting
- Logistical support for all campus events

Completed Projects

- Completion of Keskas Building roof
- Completion of Diangel ramp and extension
- Completion of Temekai Building classrooms and conference room
- Installation of new gutters to Btaches buildings
- Repaired and maintained Melangmud building
- Recurring repair and maintenance of aging Dormitory A and Garbage storage
- Installed campus walkway lights
- Renovated nursing classroom
- Repair Dorm Manager Apartment
- Installed rain gutters at cafeteria
- Replaced cafeteria Air Condition Units
- Fabricated and Installed new doors and windows at Dormitory A and B
- Repaired the whole Recreation Office
- Repaired student laundry room and TV lounge
- Removed old cafeteria roofing and installed insulations and new roofing
- Repair all cafeteria extension roofing
- Dormitory A new roofing and interior renovation
- Dormitory B interior renovation
- Built endowment summer house in Airai
- Replaced roofing for PCC dock extension, new roofing over large water tanks, and new roofing over sink area
- Repaired Sebus and Smuuch building
- PCC CRE Multi-Species Hatchery main building and Kursii roof replacement with aluminum, installed truss, beams, and insulations. Installed new parts and new roofing for generators shed

Professional Development Training

Maintenance personnel enrolled in college courses to develop and expand needed skills and knowledge in technical areas.

Food Services**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

Achieve 65% student satisfactory rating or better twice a semester using Client Satisfaction Survey and Suggestion Box responses.

- Fall 2017 – Satisfaction survey conducted on September 4, 2017
- Fall 2017 – Satisfaction survey on December 12, 2017
- Spring 2018 - Institutional Effectiveness Survey

Personnel

The Food Service has eight (8) full time staff: Supervisor, Coordinator, Supply Clerk, Lead Cook, and four regular cooks.

Highlights

The Food Services performed the following:

- 25th CHARTER DAY - 600 servings of finger food
- CHRISTMAS LUNCHEON - 500 servings set menu
- CHRISTMAS LUNCHEON (Dorm Residence) - 82 servings set menu
- END OF SEMESTER ACTIVITY (Dorm Residence) - 185 servings set menu
- ENDOWMENT, END OF THE YEAR GET TOGETHER – 600 servings finger food
- GRADUATION DAY – 600 servings of sandwiches & bottled water
- NEW STUDENT ORIENTATION (*FY_2017-2018*) – 210 servings of pre-packed meals & snacks
- TUESDAY NIGHT PROGRAM – 577 servings of finger foods
- UPWARD BOUND PROGRAM – 420 servings of finger foods & set menu
- CAREER/ TECHNICAL EDUCATIONAL WEEK – 380 servings of sandwiches and bottled water

Daily Tasks:

Fall 2017 PCC Cafeteria caters meals (breakfast, lunch & dinner) to **95** dorm residents plus **7** CTE students (lunch only) total of **103px**

Spring 2018 PCC Cafeteria caters meals (breakfast, lunch & dinner) to **66** dorm residents plus **7** CTE students (lunch only) total of **74 pax**

Summer 2018 PCC Cafeteria caters meals (breakfast, lunch & dinner) to **20** dorm residents.

✦ FALL 2017 – **47,277 servings**

✦ SPRING 2018 – **29,700 servings**

SUMMER 2018 – 3,660 servings

**5days lunch program for CTE students*

✦ FALL 2017 -

SPRING 2018 -**720 servings**

DAILY MEALS FOR STUDENTS DURING FALL 2017

Breakfast, Lunch & Dinner, 7days a week – **95** dorm residents

Lunch only 5 days a week – **7** CTE Students

DAILY MEALS FOR STUDENTS DURING SPRING 2018

Breakfast, Lunch & Dinner, 7 days a week - **66** dorm residents

Lunch only 5 days a week – **7** CTE Students

DAILY MEALS FOR STUDENTS SUMMER 2018

Breakfast, Lunch & Dinner, 7 days a week – **20** dorm residents

Various community activities supported through outside work orders.

Number of Servings: 4,300

Mechesil Belau Conference: 775px of set menu

BEEA Workshop: 200px of pre-packed meals

MOE /MOH Workshop: 550px of snacks and drinks

PROFESSIONAL DEVELOPMENT

- Budget Training at Assembly Hall
- IMPROVE (TradDat) training for Non Academic & Non instructional service area.

STUDENT SERVICES

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 service area units under the supervision of the Dean of Students. The units are: Office of Financial Aid, Admissions & Records, Student Life & Housing, and Learning Resource Center. These units are managed by three (3) directors that makes up the management team with the Dean of Students. The Student Service Division has 13 professionals and 8 classified staff who provide non-academic support services to the students.

Admissions & Records Office

The office continues to provide the following services each semester:

- Recruitment
- Admission applications
- Course Withdrawals/Clearance
- Enrollment Certification
- Grade reporting
- Degree application
- Ordering degrees, caps & gowns
- Processing change of major
- Process data requested from campus community
- Process Graduation Applications
- Re-admission
- Registration
- Reporting of enrollment trend and students' data
- Student Academic Records
- Transcript Services
- Perform evaluation of transfer credits

Director of Admissions & Records and Registration & Records specialist conducted a presentation on Family Educational Rights and Privacy Act (FERPA) to all SS100 sections (fall, spring, summer & fall).

Office of Financial Aid

Director of Financial Aid conducted financial aid workshop for financial aid staff regarding the new federal update which includes new changes for 2018-2019 Free Application for Federal Student Aid (FAFSA). The workshop also reviewed updates on federal regulations that impact our students and over-all administration of financial aid programs.

Federal Pell Grant Reports were processed and sent to the grant office on a monthly basis throughout the year. Fiscal Operation report was processed and sent on September 2018 to report the expenditures for the 2017-2018 and request funding for the award year 2018-2019. Financial Aid reconciliation between the Financial Aid Technician and the Student Account supervisor at the business office was done on a monthly basis. Federal Work-Study Placement take place at the start of each semester and work-study timesheets were collected, processed and forwarded to the business office to prepare paychecks for work study students on a bi-weekly basis.

In February 2018, Office of Financial aid director and staff conducted the annual Financial Aid Nights sessions during the evenings for all local high school seniors and their parents and guardians to discuss financial aid programs and requirements. Throughout the Financial Aid Nights sessions, financial aid applications including FAFSA were distributed to interested students and they were assisted in completing the forms.

In March 2018, Financial Aid materials were sent to all the high school principals and counselors, throughout Micronesian region, for their information and use.

In February 2018, Director of Financial Aid and staff conducted the annual Financial Aid Orientation 3 sessions for Continuing Students. A total of eight (8) sessions were completed and during each session, federal updates were discussed with students and assistance were provided in completing 2018-2019 financial aid forms and filing the Free Application for Federal Student Aid (FAFSA) electronically.

From Summer 2017 through Spring 2018, a total of 19 Financial Aid Orientation 2 sessions for financial aid recipients were held. During each meeting, students received important information about their financial aid awards, the new federal updates such as Financial Aid Satisfactory Academic Progress (SAP) requirements that must be adhered to and sign the SAP Agreement prior to receiving their financial aid.

From Summer 2017 to Spring 2018, a total of 3 Financial Aid Orientation 1 sessions were conducted for new students during orientation week to discuss the types of financial aid available at the college and its requirements.

During the Award Year 2017-2018, a total of 1,183 financial aid applications were received. Out of 1,183 applications received, 597 financial aid awards (Federal and Non-Federal) were processed for both new and continuing students in the amount of \$2,322,671.

Student Life & Housing**New Students Orientation**

Fall 2017	98 students
Spring 2018	17 students
Summer 2018	7 students

Study Skills Workshop

Fall 2016	13 students
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Student Housing Accommodation

Fall 2017	93 students, 3 guests
Spring 2018	66 students
Summer 2018	20 students

SS 100 – Introduction to College

Fall 2017	95 students
Spring 2018	27 students
Summer 2018	20 students

Tuesday Night Program

Fall 2017	156 students
Spring 2018	98 students

New Residents Orientation

Fall 2017	19 students
Spring 2018	2 students
Summer 2018	2 students

Female Retreat	Fall 2017	30 students
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Male Retreat	Spring 2018	38 students
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Recreation

The College Recreation planned and organized College Intramural games every semester. Students participated in Intramural sports of Basketball, Volleyball, Co-ed Softball, Billiard and Table Tennis tournaments during fall and spring semesters.

PCC Intramural Games

Intramural Mix Volleyball	Fall 2017	120 students
Intramural Table Tennis	Fall 2017	15 students
Palau National Baseball League	Fall 2017	16 students
Amateur Basketball League	Fall 2017	18 students

College Recreation and Housing staff have continuously been assisting and supporting the entire college students' field trips transportation, organization of programs held at the college cafeteria and other college activities. The offices continue to provide support to the rest of the college to promote educational activities.

Learning Resources Center

For school year 2017-2018 the Learning Resource Center (LRC) provided services including Instructions, Tutoring, Assisted Lab, Career/Transfer Counseling, PCC Placement Test and Institutional TOEFL as Follows:

Tutoring	154 students	Computer & Study Lab	1,814 students
Institutional TOEFL	1 student	PCC Placement Tests	294 students
Career Counseling/Activities	203 students	Transfer Counseling/Activities	23 students

The Learning Resource Center administered the Asian American Native American and Pacific Islander-Serving Institution (AANAPISI) grant. The AANAPISI program was federally funded for a five year cycle: 2011-2016, in the amount of \$1,411,596.00. The budget for the fifth and final year of the program (2015-2016) was \$338,090.00. A No Cost Extension for the school year 2016-2017 was granted on March 2017. However, when the no-cost extension ended on September 03, 2017, PCC AANAPISI program was allowed to utilize the remaining balance of the grant until September 30, 2018. The overall purpose of the program was to enable institutions to improve and expand their capacity to serve Asian Americans, Native Americans, and Pacific Islanders. The PCC ANNAPISI Program was designed to increase the retention, graduation and transfer rates of PCC Students. The three main focus areas include: Tutoring; Career/Transfer Counseling; and Technological Access.

Annual Highlights

AANAPISI grant received a no cost extension to continue its services that support tutoring, career/transfer counseling and technological access for students.

Thirty (30) full time students that graduated from PCC applied to four year universities. Eighteen (18) enrolled into 4 year universities for Fall 2018 and 12 for Spring 2019 in pursuit of baccalaureate degrees. Monetary support for university applications and fees and travel scholarship was provided.

A new BA degree cohort program with San Diego State University that started in May 2017 continues with 29 students enrolled in the program. Anticipated completion date is December 2020. \

Two PCC students Mr. Torres Uchel and Mr. Scott King participated in an exchange program with Sophia University from January to February 2017 coordinated with Japan Embassy in Palau.

Four PCC Students (Tricia U. Pedro, Reva T. Ilemelong, Destiny Faith T. Emesiochel, and Kresten I. Dismas) participated in the JENESYS Exchange Program in January 2018 Coordinated with Japan Embassy in Palau.

Staff Development

Director of Financial Aid attended the Federal Student Aid (FSA) annual conference in November 2017 at Orlando. Afterwards, she provided training to office staff plus other college personnel and students.

She also attended the annual Pacific Association of Financial Aid Administrators (PacFAA), on March 26-30, 2018. Director is a member of the Pacific Association of Financial Aid Administrators (PacFAA), an association of federal student financial aid programs

She also attended the Western Association of Student Financial Aid Administrators (WASFAA) workshop in Seattle, Washington on April 08-13, 2017.

Director of Student Life, Counselors, Dorm Managers, and Student Activity Supervisor attended TracDat Training on August 28-29, 2018.

Student Life Director attended REL Pacific-College and Career Readiness and Success on December 11-12, 2017.

Director of Student Life and Counselors attended Non Instructional Assessment Training on December 15, 2017.

Director of Admissions & Records attended the 2017 PACRAO Annual Conference

Learning Resource Center (LRC) English Instructor and Administrative Assistant attended Asian Americans in High Education (APAHE 2018) conference

LRC Math Instructor Ngirairikl attended a training in UOG and is now a UOG Transfer Specialist.

Facilities and Equipment

In Summer 2018, renovations and repairs were done to the student housing facilities including Dorm B, Dorm C, Laundromat, TV Room and Recreation facilities to maintain a safe and conducive environment for students

Committee/Association Membership

Dean of Students, Director of Financial Aid, and Director of Admissions & Records are members of Committee on Student Financial Aid (COSFA). Dean of Students serves as chairperson of the committee.

Dean of Students, Directors of Student Life, Director of Learning Resource Center, and the Director of Admissions & Records are members of the Retention Committee with Dean of Students serves as chairperson. All directors and Dean of Students are members of the College Executive Committee.

Dean of Students is a member of the Committee on Programs & Curriculum (CPC) as a representative from the division.

Dean of Students and Director of Admissions and Records are members of Institutional Set-Standards for Student Achievement (ISSA) Committee.

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

Dean of Students is a Vice-Chairman of the College's Emergency Preparedness Task Force

Dean of Students and Directors of Student life and Admissions & Records are members of Institutional Compliance Committee

Student Life Director represents PCC in the Pacific Partners Project (PPP) with Guam Coalition Against Sexual & Family Violence (GCASAFV)

Dorm Manager Ngirachitei is an Advisor of RMI Student Organization

Director of Admissions & Records and Registration & Records Specialist are members of American Association of Collegiate Registrars and Admissions Officers (AACRAO).

Director of Admissions & Records & her staff are members of Pacific Association of Collegiate Registrars & Admissions Officers (PACRAO).

Community Involvement

Director of Admissions & Records Lesley B. Adachi is a member of Aimeliik Public Land Authority.

LRC Administrative Assistant Pauline Jerry is a member of the Special Education Advisory Council

Dorm Manager Ngirachitei is a member of Foreign Investment Board (FIB) and also a member of SDA School Board.

Dean Daniel is a Legislator of the 8th Olbiil ra Ngerchumelbai (ORN), Airai State

Retention Rate: First Time-Degree Seeking students including summer	
Fall 2017 to Fall 2018	57%
Fall 2016 to Fall 2017	63%

	2017	2018
Fall	532	497
Spring	550	515
Summer	171	230

Retention Rate

Enrollment

Trend

Retention Rate: First Time-Full Time including summer	
Fall 2017 to Spring 2018	84%

Office of Admissions and Records Applicants Summary

COUNTRY/ STATE	Fall 17			Spring 18			Summer 18			Total # Applied	Total # Accepted	Total # Enrolled
	# Applied	# Accepted	# Enrolled	# Applied	# Accepted	# Enrolled	# Applied	# Accepted	# Enrolled			
China	1	1	1	2	2	2	0	0	0	3	3	3
Chuuk	4	4	4	2	1	1	0	0	0	6	5	5
CNMI	1	1	1	0	0	0	0	0	0	1	1	1
Guam	0	0	0	1	1	1	0	0	0	1	1	1
Marshalls	4	3	3	2	2	2	0	0	0	1	1	1
Philippines	8	1	1	0	0	0	0	0	0	6	5	5
Pohnpei	11	11	11	0	0	0	0	0	0	11	11	11
Palau	137	125	118	30	30	26	33	27	27	200	182	171
Yap	14	13	10	5	5	4	1	1	1	20	19	15
U.S.	1	0	0	0	0	0	1	1	1	2	1	1
TOTAL	175	160	150	42	41	36	35	29	29	252	230	215

**Financial Aid Office
Financial Aid Award Summary
School Year 2017-2018**

Federal Programs							
Federal Pell Grant		Federal SEOG		Federal Work Study		Total (Unduplicated)	
Recipients	Award	Recipients	Award	Recipients	Award	Recipients	Award
523	\$2,090,697.00	245	\$53,928.00	153	\$114,076.00	524	\$2,258,701.00

Non-Federal Programs					
State Scholarships		Tuition Waiver		Overall Total (Unduplicated)	
Recipients	Award	Recipients	Award	Recipients	Award
16	\$19,800.00	55	\$44,170.00	63	\$63,970.00

Federal and Non-Federal Programs		
Federal Grants	Scholarships/ Waiver	Overall Total (Unduplicated)
Award	Award	Award
\$2,258,701.00	\$63,970.00	\$2,322,671.00

UPWARD BOUND

Mission

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 six objectives for UB program standardized by the U.S. Department of Education. All six objectives were successfully accomplished for school year 2016-2017.

Academic Performance - Grade Point Average (GPA)

Objective 1: 70% of all UB participants served during the project year will have a cumulative GPA of 2.5 or better on a 4.0 scale at the end of the school year.

A total of 111 participants were served in project year 2017-2018, 101 or 91% of them had a cumulative grade point average of 2.5 or better on a four-point scale at the end of school.

Academic Performance of Standardized Test

Objective 2: 40% of UB seniors served during the project year, will have achieved at the proficient level on state assessments in reading/language arts and math.

Of the 111 program participants served, 34 of them were seniors with an expected high school graduation date in spring 2018. Out of the 34 seniors, 50% or 17 of them achieved at a proficient level in reading/language arts and math on ACT assessment test.

Secondary School Retention and Graduation

Objective 3: 70% of project participants served during the project year will continue in school for the next academic year, at the next grade level, or will have graduated from secondary school with a regular secondary school diploma.

Out of 111 participants served, 34 of them who were seniors successfully graduated from high school. Whereas 77 of them who were in 9th, 10th and 11th grades are continuing their high school enrollment at the next grade level in school year 2018-2019. As a result, 100% of total participants served either successfully graduated from high school or continuing their enrollment in high school at the next grade level.

The program serves five (5) high schools in Palau with a total of 111 students.

High School	Number
Belau Modekngei School	6
Emmaus Bethania High School	15
Mindszenty High School	6
Palau High School	77
Palau Mission Academy	7

Number of students in each grade level.

9 th Grade	10 th Grade	11 th Grade	12 th Grade
21	26	30	34

Secondary School Graduation (rigorous secondary school program of study)

Objective 4: 70% of all current and prior year UB participants, who at the time of entrance into the project had an expected high school graduation date in the school year, will complete a rigorous secondary school program of study and graduate in that school year with a regular secondary school diploma.

38 students who were admitted into UB program had an expected graduation date in 2018. 97% or 37 of them completed a rigorous secondary school program of study and graduated with a regular secondary school diploma.

Postsecondary Enrollment

Objective 5: 70% of all current and prior year UB participants, who at the time of entrance into the project had an expected high school graduation date in the school year, will enroll in a program of postsecondary 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 semester (e.g. spring semester).

For those 38 participants who had an expected graduation date in 2018, 84% or 32 of them enrolled in various colleges and universities in August 2018. Of the 32 students who enrolled in college in fall term, 66% or 21 enrolled at PCC whereas 18% or 11 enrolled at different colleges and universities outside of Palau.

Postsecondary Enrollment

Objective 6: 30% of participants who enrolled in a program of postsecondary education, by the fall term immediately following high school graduation in fall 2010, 41% or 14 of them have successfully completed either an associate's or bachelor's degree within six years.

A total of 31 prior participants who enrolled in a program of postsecondary education, immediately after graduation in fall 2012, 45% or 14 of them have successfully completed either an associate's or bachelor's degree within six years after high school graduation.

Services

UB program provides instructional services in basic applied mathematics through pre-calculus; Laboratory Science; Foreign Language; Composition and Literature; it also offers Academic Tutoring; Advice and assistance in secondary and postsecondary course selection; Preparation for college entrance examination and college admission; Federal Financial aid information and financial aid application completion; Guidance and assistance in Secondary school reentry and alternative education programs; GED programs; Entry into postsecondary education; Counseling services; and, Financial Literacy programs.

ACADEMIC AFFAIRS

Mission

The Academic Affairs Division is responsible for high-quality instruction in both vocational and academic programs to ensure students acquire the skills and attitudes needed to enter the workforce or to continue their educational careers. Its goals are to provide support to promote student learning and faculty teaching.

Programs

The college offers degrees in twenty one (21) different programs. Three of the programs (Education, Tourism & Hospitality, and Community and Public Health) 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. Community and Public Health has tracks in Public Health and Emergency Management.

Types of Degrees

Palau Community College offers an Associate of Applied Science (AAS) degree, Associate of Science (AS) degree, Associate of Arts (AA) degree and Associate of Technical Studies (ATS) degree. The degrees are awarded to students who successfully complete the required semester credits under each degree program. All degree programs are accredited programs under the Accrediting Commission for Community and Junior Colleges (ACCJC) and therefore, credits are transferable to other institutions upon the discretion of the receiving institution. The ATS degree is awarded to the students who successfully complete at least 60 semester credits. The curriculum for this degree is customized by a student and his/her advisor following the AA degree curriculum format with identified specialized area courses and submitted to CPC and the Dean of Academic Affairs for review and approval.

List of Programs and types of degrees

Schools	Programs	Degrees
School of Arts & Science	▪ Agriculture Science (AG)	AAS & AS
	▪ Criminal Justice (CJ)	AS
	▪ Community and Public Health (CPH)	AS
	▪ Education (ED)	AS
	▪ Environmental/Marine Science (EMS)	AS
	▪ Liberal Arts (LA)	AA
	▪ Library & Information Services (LIS)	AAS & AS
	▪ Nursing (NU)	AAS & AS
	▪ Palauan Studies (PW)	AA
	▪ Science Technology Engineering Mathematics (STEM)	AA
School of Business	▪ Business Accounting (BA)	AS
	▪ Business Administration (BU)	AS
	▪ Information Technology (IT)	AS
	▪ Office Administration (OA)	AAS
	▪ Tourism & Hospitality (TH)	AAS & AS
School of Technical Education	▪ Air Conditioning & Refrigeration Technology (AC)	AAS
	▪ Automotive Mechanics Technology (AM)	AAS
	▪ Construction Technology (CT)	AAS
	▪ Electrical Technology (ET)	AAS
	▪ General Electronic Technology (GE)	AAS & AS
	▪ Small Engine and Outboard Marine Technology (SE)	AAS

Palau Community College conducts its program/department reviews every three years based on the approved Program/Department Review Cycle Calendar as a requirement under Accrediting Commission for Community and Junior Colleges (ACCJC). The degree programs/departments reviews allow revisions reflecting student and community needs where recommendations will be addressed by the Committee on Programs and Curricula (CPC) for approval to implement changes for improvements. The program/department review is a thorough report showing success, strengths, and areas that needs improvement. The report also provides action plans for areas needing improvements where the action plans will be implemented within the next cycle of review.

ENROLLMENT	FA 17	SP 18	SU 18
School of Arts and Sciences	245	269	118
Agricultural Sciences (AG)	43	40	19
Criminal Justice (CJ)	18	20	4
Community & Public Health (CPH)	11	10	8
Education (ED)	30	27	41
Environmental/Marine Science (ES)	16	14	8
Liberal Arts (LA)	91	113	28
Library & Information Services (LS)	0	5	2
Palauan Studies (PW)	3	0	1
Nursing (NU)	35	35	4
STEM Disciplines (SD)	8	5	3
School of Business	135	140	60
Business Accounting (BA)	19	22	11
Business Administration (BU)	35	32	16
Information Technology (IT)	26	24	4
Office Administration (OA)	32	24	10
Tourism & Hospitality (TH)	23	38	19
School of Technical Education	94	81	29
Air Conditioning and Refrigeration Technology (AC)	7	6	3
Automotive Mechanics Technology (AM)	28	26	11
Construction Technology (CT)	13	12	2
Electrical Technology (ET)	11	9	4
General Electronics Technology (GE)	19	12	5
Small Engine and Outboard Marine Technology (SE)	16	16	4
UNDECLARED	44	10	21
TOTAL (Degree-Seeking)	528	500	228
CTE Lab School			
Dual	1	10	1
UNCLASSIFIED (UNC)	3	3	1
ENRICHMENT (ENR)	0	2	0
TOTAL (Non-Degree)	4	15	2
ENROLLMENT	532	515	230

FA17, SP18 and SU18 Graduates				
Program	AA	AAS	AS	Grand Total
Air Conditioning and Refrigeration Technology (AC)		3		3
Agricultural Sciences (AG)		8	10	18
Automotive Mechanics Technology (AM)		12		12
Business Accounting (BA)			5	5
Business Administration (BU)			12	12
Criminal Justice (CJ)			3	3
Community & Public Health (CPH)			7	7
Construction Technology (CT)		3		3
Education (EDEE)			3	3
Education (EDSP)			2	2
Environmental/Marine Science (ES)			4	4
Electrical Technology (ET)		5		5
General Electronics Technology (GE)		4	1	5
Information Technology (IT)			8	8
Liberal Arts (LA)	6			6
Nursing (NU)		1	8	9
Office Administration (OA)		7		7
STEM Disciplines (SD)	1			1
Small Engine and Outboard Marine Technology (SE)		2		2
Tourism & Hospitality (THHM)			1	1
Tourism & Hospitality (THHO)		1		1
Tourism & Hospitality (THHS)		1		1
Tourism & Hospitality (THTS)			1	1
Grand Total	7	47	65	119

Program Highlights

School of Arts & Sciences

Agricultural Science (AG)

Agricultural Science (AG) Program is designed to equip students with employability skills and knowledge for the pursuit of a higher education in the field of agriculture. The program prepares the students to become farm workers or managers, landscaping supervisors, horticulture supervisors, gardener, and agriculture business manager or have a career which supports farming. AG Program has two full-time faculty (Frederick Ikertang and Nena George). Mr. Ikertang became the New AG program chair after Mr. Alex Gachalian. Mr. Gachalian worked with the program for a long time and resigned in spring 2018 due to family reasons. Mr. Ikertang and Mr. George are working together to plan and manage program courses as well as the laboratory exercises at Ngermeskang. The program is still running its piggery and chicken farm where the program students learn the skills and knowledge of animal farm management. At this time, there are 25 pigs (6 sows, 1 gilt, 1 young female, 5 young boars, 12 piglets) and 14 chickens at the farm. The program is also conducting its farm learning activities at the campus where students had planted three hundred (300) taro plants at the area next to the track & field with the help of CRE staff. The program is currently working with Taiwan Technical Mission to get additional taro plants for planting in the area. During fall 2017 and spring 2018, students enrolled in the program participated in these learning activities as part of the learning required under the program. These activities are conducted during laboratory days (Tuesdays and Thursdays) at PCC CRE Station located at Ngermeskang, Ngeremlengui. Some activities are conducted at local farms as requested by local farmers. During the semesters, students learned about principles of agriculture; soil identifications and fertility; animal husbandry; plant structure, classification, growth, and reproduction; horticultural crop production; poultry and swine production; tropical landscape horticulture; crop protection; and farm management.



Students visit Agricultural Program during CTE Awareness

Criminal Justice (CJ)

Criminal Justice Program is designed to equip students with employability skills/knowledge, and proper work habits/attitudes necessary for employment or for the pursuit of a higher education in the field of Criminal Justice. This program will prepare students interested in becoming police officers, customs agents, criminal investigators, etc., or to transfer to a 4-year program. CJ Program has one full-time faculty (Samantha Bells) and one adjunct faculty (William Hayes Moses). Program courses that were taught by Mr. Moses include CJ200 Self Defense I and CJ204 Police Report Writing while the rest of the program courses were taught by Ms. Bells.

Community and Public Health (CPH)

Community and Public Health Program is designed to provide a sound grounding in basic public health knowledge, attitude and skills, as well as in selected specialized disciplines and topics, for public health practitioners in management and implementation of Projects and interventions in the community. CPH Program currently hired a full-time faculty, Mr. Alex Ngiraingas. Mr. Ngiraingas is working with MOH Public Health to recruit more students for the program. CPH program also relies on the usage of adjunct faculty to teach some of the courses due to the specialization of the course. This semester, Mrs. Johanna Ngiruchelbad and Ms. Maireng Sengebau, adjunct instructors, are working with Mr. Ngiraingas to plan and teach the courses under the program. In this program, students have learned about ethics of public health, environmental prevention and control of diseases, health promotion, substance abuse and control, non-communicable diseases, and emergency health.

Education (ED)

Education Program is designed to provide students with knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students for positions such as classroom teachers (Palau/Micronesia) or for pursuit of a higher degree in the field of education. ED Program has one full-time faculty (Tennyson Cason) and one adjunct faculty (Deikola Olikong). Under the program, the internship courses are being assigned to Elicita Morei who has been handling the courses for four (4) semesters now. The College has signed Memorandum of Understanding (MOU) with Ministry of Education (MOE) and Palau Community Action Agency (PCAA) to form cohort group of their employees who has not completed their degrees to start taking courses at PCC. The new cohort group started during the summer of 2018. During the semesters, students enrolled in the program learned about laws/policies (K-12), lesson planning, assessment, effective teaching techniques, and classroom management.



ED students during end of the semester activity

Environmental Marine Science (ES) and Science Department

Environmental Marine Science Program and Science Department provides technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The ES program also provides the option for employees in this field to improve their skills, and for pursuit of a higher education in the field of environmental/marine science. ES Program has one full-time faculty (Sherry G. Ngirmeriil) who also serves as the program chairperson. The program is working closely with Science Department, chaired by Vernice Yuji, as most of the courses under the program falls under the Science Department. During the semesters, students enrolled under the program participated in various field trips to Metuker ra Bisech, Taoch ra Bibiroi, Ngerikiil River & Ngardok Nature Reserve, Palau Aquarium, Ngidech, Omodes, Ongeim L'Tketau, Ngchelobel, Badrulchau and Todai (Ngarchelong), Ngereblobang and Ngchelobel (Koror), as part of learning activities for the program. In addition, students under the ES Program had the opportunity to travel to Japan to attend the 5th Program of International Platform on Ocean Energy for Young Researchers at Institute of Ocean Energy, Saga University on November 26th – December 1st, 2018.

Liberal Arts (LA) and Social Sciences & Humanities Department

Liberal Arts Program is designed for students who wish to complete the first two years of general college work prior to transferring to a four-year college or university or for students desiring two years of general education beyond high school. Derbei Meyar is a chairperson for LA Program. Most of the LA program courses fall under the Social Sciences and Humanities Department (SS/HUM). Ms. Glendalynn Ngirmeriil, a New full-time faculty for SS/HUM Department works closely with the LA program chair as she handles most of the program courses. During the semesters, students enrolled under the program have learned the skills and knowledge to be critical thinkers and problem solvers; listening, reading, oral/written communication skills, information competency/ technology; and to understand Humanities, Natural Sciences, and Social Sciences, including major concepts of social, political, geographic, and economic structures.

Students enrolled under LA & SS/Hum courses were required to conduct research on topics relative to their courses. These students were also expected to be able to access, evaluate, and manage researched information, as well as present the research they conducted effectively. SS119 students conducted research and presented their research. Their topics were on various psychological disorders, such as attention deficit hyper disorder or dementia. Their research topics ranged from disorders that individuals acquire at birth (genetical traits) and/or disorders which occurred due to later life experiences, such as head trauma causing amnesia or psychosis. SS129 students conducted research and presented their research. Their topics were on various sociological themes ranging from comparisons of “Crime rates in Palau between 2013 and 2018” and other topics such as “Impacts of Social Media on PCC Students”. SS179 students also conducted research and presented their research. The topics for research ranged between “Cultural Miscues Between Chinese and Palauans”, and the discussion of the significance of the construction of the “Traditional Men’s Meeting House: Bai”. This last topic was especially informative because the student who presented is a member of the Melekeok men’s group that has renovated and built several culture-inspired meeting huts around PCC Campus in Koror, as well as Palaua men;s meeting houses in other states in the Republic of Palau. SS259 students conducted research; however, because the course was held online, they were unable to present their research. Their topics were on various issues presently active in the U.S which will no doubt affect the U.S government, their people, and will most likely change their policies and have a mark on their history. The topics ranged from the general discussion of “Democracy and Civil Rights” to topics more specific, such as “Democracy and Social Media Rights”.

Library & Information Services (LS)

Library & Information Services Program is designed to provide students with knowledge, skills and proper work habits/attitudes necessary for employment in the field of library and information services. The program prepares students to work and advance in their careers in areas such as libraries, special libraries, archives, museums, and other information-based professions. There is no full-time faculty for the program. Currently, there is one adjunct faculty, Mrs. Pioria Asito who is helping with the instruction of program courses. At this time, there are three students under the program and Academic Affairs continues to work with HR Department to hire a full-time faculty for the program. At the same time, Academic Affairs is working with the Distance Education Committee to reinstate and further the online courses under the program. During the semesters, students learned about library services, terminology, and tasks of librarianship; research methods and reference assistance; information resources found in Palauan libraries, information centers, archives, and museums; library media technology; book repair and preservation of materials; materials selection, cataloging, and indexing; management of libraries and information centers; funding sources and types of grants and other assistance for libraries, information centers, and museums.

Nursing (NU)

Nursing Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in their careers or for the pursuit of a higher education in the field of nursing. NU Program has one full-time faculty, Tarmau Ngirmang, and one adjunct faculty, Johanna Ngiruchelbad, who handles two (2) NU program courses. Mrs. Ngirmang is the program chairperson and is responsible for most of the program courses. Ms. Ngirmang recently attended Hawaii Regional SUN (Simulation User Network) Workshop last June 1, 2018 in Honolulu, UH Manoa. During the trip, Mrs. Ngirmang went to visit Dr. Kristine Qureshi at UH-Manoa School of Nursing. With the visit, UH Manoa School of Nursing donated to two (2) manikins, a brand new pelvis/prompt birthing simulator standard and various manikin parts to Palau Community College Nursing Program. Mrs. Ngirmang also attended the Fortieth Annual American Pacific Nurse Leadership Council (APNLC) Conference last June 25-29, 2018 in Guam. This is an annual meeting for nursing leaders from the USAPI (US Affiliated Pacific Islands), including American Samoa and Hawaii to meet and learn from each other, discuss and share issues, ideas and challenges common to nursing services in the region. During the semesters, students enrolled under the program learned about concepts and skills for the nurse in caring for the adult, basic needs of children, health examination, family health education, nursing trends, adaptation to illness, mental health nursing, and community health.

Palauan Studies (PW)

Palauan Studies Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment or for pursuit of a higher education in this field. The program prepares students to work and advance in their careers in areas such as Pacific Island Studies, anthropology, art, music, education, urban and regional planning. PW Program has one full-time faculty, Elicita Morei, who is also the program chairperson. Mrs. Morei also teaches courses under the English Department and SS/Hum Department and handles ED internship courses. Due to low or zero enrollment of PW courses, the Academic Affairs assigns Mrs. Morei to teach other department/program courses because of her expertise. Mrs. Morei has also been tasked to work with Palau Bureau of Cultural Affairs and Ministry of Education to recruit students for the program.

Science Technology Engineering Mathematics (STEM)

This program is designed for individuals interested in professional careers in science, technology, engineering, or mathematics. The program provides basic knowledge and skills necessary for the pursuit of a higher education in these fields. Mrs. Jesna Nissam was an assigned program chairperson for STEM Disciplines. She recently ended her employment with the College. Academic Affairs will work with HR Department to find her replacement. Students enrolled under the program learned to apply the concepts of physics and chemistry by constructing and understanding modern technological devices; learned to describe and differentiate the fundamental topics of classic physics and modern quantum physics; experiment and test hypotheses using modern laboratory techniques; express a general understanding of the different areas of mathematics and how they interrelate; facilitate the importance of mathematics in a scientifically oriented society; develop classical theorem-proven skills; apply mathematical reasoning to construct proofs; solve problems using variety of techniques, including algebraic, numerical and spatial reasoning through visualization; and read, write, translate, and articulate math related materials.

School of Business**Business Accounting (BA) and Business Administration (BU)**

Business Accounting program is designed to provide students with knowledge, skills, and proper work habits/attitudes necessary for entry-level accounting jobs. It also provides an opportunity for students with interest in further training in the accounting profession to transfer to a four year college/university. Business Administration program is designed to provide students with knowledge, skills and proper work habits/attitudes necessary for entry/intermediate level positions in the field of business administration. In addition, the program provides a foundation for those interested in starting and managing a small business. BA Program has one full-time faculty, Ms. Arlene Ignacio, who is also the program chairperson. BU Program also has one new full-time faculty, Mr. Frederick Mascardo, who is also the program chairperson. Both faculty are working closely as both programs share some common courses. One of the tasks assigned to them was to work with Palau High School in aligning PHS Business courses with PCC's. Both faculty did conduct meetings with PHS Business Department and MOE representatives and were able to align both business program courses between PHS and PCC. In addition, Mr. Mascardo and Mrs. Marianne Temaungil visited PHS and conducted presentation about PCC Business Administration Program as part of program recruitment. During the semesters, students enrolled under the programs learned about creation of business plan; uses of applied business mathematics; principles of accounting cycle and practices and its control systems; principles of macroeconomics and microeconomics in relation to Palau's economy; application of business law in private and public sectors; business organizations in today's global economy; basic management techniques; effective marketing techniques and financial management techniques.

Information Technology (IT)

Information Technology Program is designed for individuals interested in professional careers in the information technology field. The program provides basic knowledge and skills needed for employment or for the pursuit of a higher education in the field of information technology. IT Program has one full-time faculty, Ms. Johvanna Yaoch, who is also the program chairperson. In addition, Ms. Yaoch has other responsibilities that include overseeing Online Computer Lab and the servers. Ms. Yaoch also serves as the advisor for Geek Squad Club for IT students. Another faculty who teaches IT courses is Mrs. Suzette Hinojales. Mrs. Hinojales has been teaching IT courses because of her computer background. Students enrolled under the program learned to plan, design, and develop a computer program; create various documents and files using various office applications such as word-processing, presentation, spreadsheet, and database applications. They also propose, design, and create web-based projects, computer network, and database.

Office Administration (OA)

Office Administration Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in entry level and intermediate positions such as clerks, receptionists, and secretaries. OA Program has one full-time faculty, Mrs. Danka Ledgerwood, who is also the program chairperson. Students enrolled under the program learned the skills and knowledge related to record management, document processing, business communication, and office procedures in areas of administrative duties. In addition, students learned to demonstrate proper attitudes and behaviors that will help students enter, perform, and progress rapidly in a business environment.

Tourism & Hospitality (TH)

The Tourism & Hospitality Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in their careers in positions or management in the areas of Tour Services, Food and Beverage Operations, Hotel Operations, and Hospitality Management. The TH Program has one new full-time faculty, Babeldaob Robert Rengiil, after the departure of Nissam Latheef who was in charge of the F&B track. Mr. Rengiil recently graduated from University of Guam with a Bachelor's degree in Tourism. Mr. Rengiil is the chairperson for the program and also advisor for the Tourism Club for the students. Recent events that have taken place at the Palau Tourism and Hospitality School Of Excellence (PTHSE) with the help of the Tourism Club include the Mandarin Class conducted by Palau Visitors Authority and the Nutrition Workshop and Cooking Competition conducted by joint collaboration between Taiwan Technical Mission and Taiwan Embassy. Mr. Rengiil has been active with the program learning activities which he has established connections with major hotels in Palau for students to learn and experience actual practice and skills needed in the industry. With the departure of Mr. Latheef, Academic Affairs will work with the HR Division to hire new faculty to work with Mr. Rengiil. Students enrolled under the program learned different segments of tourism and hospitality including lodging, restaurant and services, and convention management; food preparation, storage, and sanitation; participated in diving courses to learn skills and knowledge necessary to obtain diving certifications; tour guiding, packaging, and planning; customer service and relations; baking; dining room services and beverage operations; managing housekeeping operations in the hospitality industry; operations of the front of the hotel and the hospitality accounting practices; security and management of hotel facilities; cost control and purchasing for food and beverages; and application of marketing concepts in tourism and hospitality industry

School of Technical Education**Air Conditioning & Refrigeration Technology (AC)**

Air Conditioning & Refrigeration Technology Program is designed to provide students with technical knowledge, skills, and proper work habits/attitudes necessary for employment in the field of air conditioning and refrigeration. The program prepares students to work and advance in their careers in positions such as air conditioning and refrigeration technicians, parts counter salespersons or operators of their own air conditioning and refrigeration service and repair shops. AC Program has one new full-time instructor, Mr. Julius Omila, who is also the program chairperson. During the summer 2018, Mr. Omila conducted Maintenance Assistance Program (MAP) trainings for Palau Community Action Agency (PCAA) Maintenance Department on repairing and servicing AC units. Academic Affairs is working with Mr. Omila to prepare trainings for local state governments and agencies. During the semesters, students enrolled in the program learned about basic physical, chemical, and engineering principles applicable to refrigeration; air conditioning and refrigeration shop safety and regulations; use and care of tools and equipment; compressor system and refrigerant controls; electrical symbols and electrical circuits used in air conditioning and refrigeration; refrigerant protection, service and repair of refrigerators, and freezers using computer refrigeration simulator; practical knowledge and skills necessary to service and repair air conditioning system using computer air conditioner simulator.

Automotive Mechanics Technology (AM)

The Automotive Mechanics Technology Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in the field of automotive technology. The program prepares the students to work and advance in their careers in positions such as automotive mechanics and parts counter salespersons. The AM Program has one full-time faculty, Nobby Enano, who is also the program chairperson. Mr. Enano also conducted MAP training for PCAA Maintenance Department during summer 2018. The training conducted provided the PCAA employees with basic vehicle maintenance and servicing. Mr. Enano and the AM Program students has been helping the College with servicing and troubleshooting College vehicles as part of learning activities for the students under the program. During the semesters, students enrolled under the program learned about servicing suspension system, brake system, steering system, wheel alignment, troubleshooting and preventive maintenance; engine tuning and timing adjustment; automotive electricity and electronic components; serving clutch system and overhauling of manual transmission; wiring installation of automotive electrical components, sound system, reading electrical circuit diagram, and troubleshooting electrical problems; overhauling the engine, servicing injection pump, dismantling and rebuilding of engine parts; servicing and repairing automotive air conditioning; servicing and repairing electronic controlled fuel injection system; servicing and repairing automatic transmission; repairing engine computer controlled system; servicing and repairing college vehicles.

Construction Technology (CT)

The Construction Technology Program is designed to provide students will technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in their careers in positions such as carpenters, masons, plumbers, private contractors, hardware store clerks, and other related construction work. The CT Program has one full-time assistant instructor, O'Hara Skebong, and no adjunct faculty. Mr. Skebong handles most of the courses under the program including the duties for chairperson until the college hires another CT full-time faculty who will take the role of program chairperson. Mr. Skebong also teaches with CTE Lab School. Another faculty who is also teaching CT courses is Suzette Hinojales and she usually handles one or two CT courses during each semester. During fall 2017, Mr. Skebong had the opportunity to attend the ACTE Conference at Nashville, Tennessee. In summer 2018, Mr. Skebong also provided plumbing training to PCAA Maintenance Department. During the semesters, students enrolled in the program learned about construction safety, hand and power tools used for construction work; construction materials, product, delivery, handling, and installation of building materials; different types of footings and foundations construction; floor framing, wall parts, wall construction and installation of ceiling joints; roof layout, framing, and installation; installation of interior trim, doors, wall finishing, ceiling finishing, and cabinets; procedures and methods used by construction contractor; electrical blueprint reading for single and multi-family dwellings, commercial, and industrial buildings; residential plumbing system and fixtures.



CT 212: Construction Management Class went on a site visit with PNQ's Construction Manager, Tristan Fraser. Students were able to see how schedule and time was important on every Construction project.

Electrical Technology (ET)

The Electrical Technology Program is designed to provide students with technical knowledge, skills, and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in their careers in positions such as electricians, electrical maintenance personnel or power distribution personnel. The ET Program has two full-time faculty (Jerry Taroy and Frutoso Tellei) and no adjunct faculty. Mr. Taroy is the program chairperson. The program is running well with the two faculty handling all the program courses. Mr. Taroy also teaches one or two courses under GE program during a semester while Mr. Tellei assists the SE program with SE 101 Boat Operation course. Mr. Taroy and Mr. Tellei also provided Grid-Connected Photovoltaic Systems—Installation, Operation, Troubleshooting, and Maintenance to Palau Public Utilities Corporation, Palau Energy Administration, Bureau of Public Works, and Koror State Government during spring 2018. During the semesters, students enrolled under the program learned about duties and responsibilities of maintenance electricians, industrial electricians, residential electricians and motor rewinder; electrical wiring installation in residential and commercial establishments; different lighting control configurations using single, 3-way and 4-way switches; Stand-Alone PV system; Grid-connected PV-System; and electrical estimating.



ET students and instructor visiting PV Solar Grid at Ngerulmud



ET214 together with ET instructors conducted field trips to the Palau National Capitol, Palau International Airport, National hospital and Ministry of Education building to observe the different solar PV grid-connect systems facilities and how they work as part of student's learning.

General Electronics Technology (GE)

The General Electronics Technology Program is designed 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 in positions such as electronic technicians, assemblers, testers, parts counter salespersons, or operators of their own electronic parts distributor establishments or service and repair shops. The GE Program has one full-time faculty, Joel Yabes. Mr. Yabes is the program chairperson who handles most of the program courses with help from Jerry Taroy. GE Program recently relocated to new classroom at Temekai Building. During the semesters, students enrolled under the program learned about testing digital circuits, electronic components using multi-meter tester; learning the use of electronic hand tools, applications of soldering and de-soldering techniques, and using electronic instruments in making electronic tests and measurement in various electronic units; diagnose, repair, and operate microcontroller devices and equipment; testing and troubleshooting power supply circuits, amplifiers, oscillators, and signal processing circuits, AM/FM radio receivers, and radio transmitter circuits; building robot project by doing basic programming, assembly, testing, motor control, interfacing, sensing light and sound, and control system; conducting wiring, source coding tuning, and robot navigation; servicing, installing, and operating, and troubleshooting various audio equipment; servicing and repairing television receivers; wiring and installing electronic motors, repair and maintenance of industrial switches, relays, and transducers; repair and troubleshooting of video equipment.



GE showcase class projects during CTE awareness week

Small Engine and Outboard Marine Technology (SE)

The Small Engine and Outboard Marine Technology Program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. The program prepares students to work and advance in their careers as mechanics, troubleshooters, parts counter salespersons, or operators of their own small engine service and repair shops. The SE Program has one full-time instructor, Marvin Yarofaisug, and one adjunct faculty, Clement Kazuma, who handles the SE101 Boat Operation course with Mr. Frutoso Tellei. Mr. Yarofaisug handles the chairperson duties for the program and Academic Affairs is working with HR Department to hire another full-time faculty to the program. Mr. Yarofaisug also provided Green Machine Maintenance and Operation training to Koror State Government Road and Ground employees during summer 2018. The trainees were able to conduct troubleshooting, overhauling, servicing, and repairing the green machine engine. During the semesters, students enrolled under the program learned about operating outboard motor boat, learned safety measures, open water driving, boat and engine maintenance, and operator's rules of driving; repair and maintenance of outboard marine engines; overhauling and repairing lawn and garden engines; operation and maintenance/repair charging, starting, and ignition circuit; service fuel tanks, pumps, carburetors, intake manifolds, flame arresters, filters, and fuel injections; troubleshooting, repair/maintenance, and installation of cooling system; troubleshoot, service, and rebuild outboard engine gear cases and power trim and tilt systems; troubleshoot, test, and rebuild power head systems; electrical testing, diagnostic and repair using diagnostic charts, wiring diagrams, service manuals, and manufacturer repair procedures.



SE program students demonstrating basic outboard motor operation

Departments**Computer Science (CS)**

CS Department has one full-time faculty (Suzette Hinojales) who is also a department chairperson. Mrs. Hinojales also teaches courses under CT and IT programs.

English (EN)

EN Department has two full-time faculty, Evangeline Andrew and Cecil E. Meteolechol. Other faculty who are teaching EN courses include Derbei Meyar, Elicita Morei, and William T. Mitchell (Communication Instructor). Ms. Meteolechol is the chairperson for the department. With the two full-time faculty including the other faculty, the department is running well as all the courses are covered every semester. The only adjunct faculty who works with the department is Marianne Temaungil who handles the EN114 online course section. During spring 2018, PCC English Department had meetings with MOE representatives and PHS English Department to align PHS English courses with PCC English courses. The purpose of the alignment is for PHS graduates to have a smooth transition when enrolling to PCC and for the students to move on to higher level courses.

English department associate professors had the opportunity to attend the Pacific Postsecondary Education Council (PPEC) Mini-conference on English for Speakers of Other Languages (ESOL) in Honolulu, Hawaii. The three-day mini-conference was held on July 21st to 23rd, 2018 from 8:30 am to 4:30 pm in Kapi'olani Community College, facilitated by Dr. Caroline Torres and Mr. Shawn Ford of KCC's English as a Second Language (ESL) Program. The workshop consisted of a diverse group of educators who all came from different cultural backgrounds but all who shared a similar need of helping non-native speakers of English learn the English language. The main focus of this workshop was content-based language development (CBLD), or a framework that guides instructors through several phases in developing language for their students. This framework deemed beneficial in helping college students learn the English language in a monitored, step-by-step learning procedure.

Another workshop that these instructors attended was The Institutional Effectiveness Workshop Part II held on August 3rd and 4th, 2017 in PCC Assembly Hall from 8am to 5pm. This was a continuation of the Institutional Effectiveness Workshop held on April 13th, 2018. The faculty and Student Support Services staff attended this workshop where they all shared their insights on some of the best ways to improve student support and learning. Also, on August 4th, 2018, these instructors presented the CBLD framework to the workshop participants.

As for the students enrolled under English courses, EN 109 students had the opportunity to present their mini projects on all kinds of topics through research and gathering of information. These topics included researching information on Urban Legends, Persian Empire, College Binge Drinking, advantages/disadvantages of credit cards, issue of obesity, student employment, how to succeed in college, getting to know yourself as a learner, etc. EN112 students wrote their essays on various topics including argumentative essay style that required them to do research and present an opinion based on factual evidence. EN 100 students did two presentations on story mapping and read various short readings that relate to real life experiences. They also wrote several essays on various topics. EN157 students did several lesson presentations related to teaching English language using a variety of approaches and strategies. A lot of group/class discussions took place among students who are in-service classroom teachers with so much classroom experience and expertise. These activities relate to the course learning outcome as tools of assessing students' understanding and performance.

Health & Physical Education (HP)

HP Department has one full-time faculty, Allins Nobuo, who is also the department chairperson and no adjunct faculty. Mr. Nobuo handles all the department courses and is capable of the task.

Math (MA)

MA department now has two full-time faculty, Epimachus Moses and Margeline Buban. Mr. Moses is the department chairperson. With the two full-time faculty, there is a need for another full-time instructor to help with the math courses. Academic Affairs is working with HR Department to find a replacement for Mrs. Jesna Nissam. PCC Math Department had meetings with MOE representatives and PHS Math Department to align PHS Math courses with PCC and also created a test similar to PCC Math placement test for PHS seniors to take before enrolling to PCC. If a PHS student passes the test with a score of 70% or better, the student will receive credit for PCC's MA103 (Basic Mathematics) when enrolled to the college. In addition, a PHS math course was also created for those PHS students who did not pass the test. After the completion of the math course, the student has to take the final exam. If the student passed the test, the student will receive the MA103 credit and move on to the next level of Math (MA105) at PCC. If the student fails, he/she needs to take MA103 at PCC.

Music & Arts (MU)

MU department has one full-time faculty, Howard Charles who is also the department chairperson, and one adjunct faculty, Ms. Elsei Tellei, who teaches VA109 Intro to Visual Arts course. Mr. Charles also teaches SS/Hum courses when he is under loaded due to low enrollment of MU courses. With Ms. Tellei on board as an adjunct, VA109 students are excited about the course. One of the current projects students are working on is the mural for Koror State Solid Waste Management Building.

Other Languages (JP&CH)

Reiko Kawamura is the only full-time faculty for JP courses while Tsai Susan Shu-yun handles the Chinese (Mandarin) courses. Ms. Shu-yun is under a teaching agreement between PCC and the Embassy of the Republic of China (Taiwan). Ms. Reiko Kawamura is the department chairperson. With the two faculty, the department is running well as all the department courses are covered during the semester.



Students enrolled under Japanese Language courses learning how to introduce themselves following Japanese etiquette-bowing.

Science (SC)

SC department has one full-time faculty (Vernice Yuji) who is also the department chairperson. Since SC department courses are requirements for ES program, Sherry Ngirmeriil also teaches the courses under the department. The program is running well with Ms. Yuji and Ms. Ngirmeriil sharing the teaching load. However, there is always a need for an adjunct faculty to help with the load of teaching.

Social Science & Humanities (SS/Hum)

SS/Hum department has one new full-time faculty, Ms. Glendalynn Ngirmeriil, who is also the department chairperson. Other faculty who also teach courses under the department includes Elicita Morei and Howard Charles. Due to the number of different fields of courses under the department, there will always be a need for adjunct faculty during the semesters. Recent activities for students taking SS/Hum courses include the Youth Agents of Behavioral Change training (November 19-21, 2018).

Welding (WE)

Welding courses are being taught by Rogelio Santos who is a full-time faculty. Mr. Santos also teaches MA100 Technical Mathematics courses. Welding courses support AM and AC program requirements.

Internship Training

The internship program is a collaborative training arrangement between the College and employer which provides students the opportunity to acquire educational related work experience to enhance their skills and knowledge which may lead to permanent employment or to pursue further education. The goals of the training are:

To promote development of skills and abilities relevant to productive employment to meet the needs of the community.

To assist graduates in obtaining meaningful and productive employment.

To promote the participation of community and employers in curriculum review and development.

To assist in providing trained local manpower to meet the needs of labor force market.

Program	Fall 2017	Spring 2018	Summer 2018	Grand Total
AC	-	-	3	3
AG	4	5	9	18
AM	1	4	7	12
BA	-	1	4	5
BU	1	2	9	12
CJ	-	2	1	3
CT	-	1	2	3
ES	-	-	4	4
ET	1	-	4	5
GE	-	-	5	5
IT	1	6	1	8
OA	1	4	2	7
SE	-	2	-	2
THHM	-	-	1	1
THFB	-	1	-	1
THHO	-	-	1	1
THTS	-	-	1	1
Total	9	28	54	91

Career & Technical Education (CTE) Awareness

From March 13th to March 14th, 2018, Palau Community College (PCC) held its annual Career and Technical Education (CTE) awareness week. The purpose of the CTE awareness week is to showcase and promote the PCC CTE Programs to the high school and elementary school students and the community. Students and community members will have a chance to visit all CTE Programs offered and have the opportunity to meet the faculty and students who are enrolled in the programs. During the awareness week, faculty and students will conduct their presentations, demonstrations, and displays to promote/advertise the programs including questions/answers sessions with the participants. The purpose of the showcase and promotion of the programs is for the elementary and high school students to be aware of what CTE Programs are offered at the college and also for them to have an idea of what they want to pursue as a career when they enroll to the college. Campus tour was conducted by TH students and ASPCC members. Students who visited the campus had the opportunity to see what CTE programs PCC offers through program presentations and displays. After the tour, an evaluation survey was distributed to elementary and high school students to evaluate the awareness week. Based on the evaluation results, students were very satisfied with the PCC CTE awareness week and strongly agree that the awareness week was helpful for their future education. After the completion of the surveys, students were provided with drinks and snacks before they returned back to their schools.

March 13th, 2018 (Thursday)	Morning Session (9:00am – 12:00noon)	Afternoon Session (1:00pm – 4:00pm)	
School	Students/Staff	Students/Staff	Total
1. Palau High School	50/3		53
2. Emmaus & Bethania High School	17/2		19
3. Belau Modekngei School	20/2		22
4. Maris Stella School	23/2		25
5. Melekeok Elementary School	17/3		20
6. Airai Elementary School	14/2		16
7. Ibobang Elementary School		16/5	21
8. Ngaraard Elementary School		4/1	5
9. Ngerchelongs Elementary School		10/2	12
10. SDA Elementary School		34/3	37
Total	141/14	64/11	230

March 14th, 2018 (Friday)	Morning Session (9:00am – 12:00pm)	Afternoon Session (1:00pm – 4:00pm)	
School	No. of Students/Staff	No. Students/Staff	Total
1. Mindszenty High School		28/2	30
2. George B. Harris Elem. School	32/3		35
3. Meyuns Elementary School		18/1	19
4. Aimeliik Elementary School		4/1	5
5. Ngardmau Elementary School		4/1	5
6. Koror Elementary School		77/1	78
7. Ngeremlengui Elementary School		7/1	8
Total	32/3	138/7	180

TOTAL NUMBER OF STUDENTS/STAFF = 410

Belau Childcare Center

Belau Childcare Center was built under the partnership of Palau Community College, Palau Community Action Agency, and Ministry of Health Child Care Unit. The main goal of this childcare center is to assist the low income/no income parents/students with children to pursue highest education possible at Palau Community College. In this reporting period, there are four employees taking care of the children. With this year, there were forty-five children served at the day care center. In addition to children's learning activities, the day care center conducts field trips and celebrates Thanksgiving Day and Christmas Day for the kids.

SPECIAL PROGRAMS**Penn Foster: Career School**

Penn Foster is one of the oldest and largest distance learning institutions in the world. The school provides programs and services that are designed to meet the life-long learning needs of the adult learner. Programs of study lead to career-specific diplomas. Through an approved partnership with Penn Foster, the following are some of the programs available through Palau Community College.

National Occupational Competency Testing Institute (NOCTI)

The National Occupational Competency Testing Institute (NOCTI) is the foremost provider of occupational competency examinations to business, education, industry, government, and military in the United States. These examinations are offered at two levels: Job ready and the experienced worker. NOCTI assessments can assist educators and employers in identifying occupational skills required of entry level employees or for experienced workers to move ahead in their fields. Palau Community College is an approved NOCTI Area Test Center and is responsible for coordinating and administering NOCTI examinations in Palau.

Maintenance Assistance Program (MAP)

During the month of January to July 2018, Palau Community College Maintenance Assistance Program (MAP) conducted several trainings with national government utility agencies and also state government to upscale the skills and knowledge of the employees. The trainings included Green Machine Maintenance and Operation; Grid-Connected Photovoltaic Systems—Installation, Operation, Troubleshooting, and Maintenance; Vehicle Basic Servicing & Preventive Maintenance; Basic Air-conditioning Maintenance; and Basic Plumbing.

Green Machine Maintenance and Operation training was conducted with Koror State Government Road and Ground employees. The trainees were able to conduct troubleshooting, overhaul, service, and repair the green machine engine. During the training, the trainees brought the green machines that were broken from their departments to service and repair as part of their learning.

Grid-Connected Photovoltaic Systems—Installation, Operation, Troubleshooting, and Maintenance training was conducted with employees from Palau Public Utilities Corporation, Palau Energy Administration, Bureau of Public Works, and Koror State Government. During the training, trainees were able to learn and conduct the following: observe all safety procedures involved in Grid-connected Photovoltaic Systems—Installation, Operation, Troubleshooting, and Maintenance; install Grid-connected PV Systems; test and commission Grid-connected PV Systems; troubleshoot, repair and maintain Grid-connected PV Systems; interpret local regulatory requirements and prepare PV system documentation.

Vehicle Basic Servicing and Preventive Maintenance, Basic Air-conditioning Maintenance, and Basic Plumbing training were provided to Belau Head Start Maintenance Department. This is a requested training from the agency for their employees to learn the skills and knowledge in servicing and repairing their vehicles, air-condition units, and also the plumbing system of their buildings. Under Preventive Basic Maintenance, the trainees were able to learn and perform shop safety, service engine lubrication system, cooling system, starting system, perform engine tune-up (diesel & gasoline), service brake system, suspension system, steering system, perform basic wheel alignment, and preventive maintenance. Under Basic Air-conditioning Maintenance, the trainees were able to learn mechanical parts of refrigeration system and cycle, AC electrical components (compressor, thermostat, capacitor, overload protector, fan motor), tools and equipment. The trainees were able to conduct leak testing, refrigerant charging, and cleaning AC units. Under Basic Plumbing, the trainees were able to learn and conduct PVC pipe installation for hot water, cold water, and also the drain system. They also conducted lavatory installation where they installed wall-mount, counter top, faucet and drainage, assemble and install water closet.

Committee on Programs and Curricula (CPC)

The Committee on Programs and Curricula (CPC) is a standing committee of the college. Its membership is comprised of representatives from divisions, departments and units that directly or indirectly deal with matters concerning programs, curricula, and academic regulations.

The functions of CPC are as follows: (1) review and make recommendations to the Vice President of Education & Training regarding the approval/disapproval of new course/program; course/program modification; course/program deletion; program clustering; course substitution/waiver; proposed changes in formats, policies, forms, etc., regarding curriculum development/implementation/assessment; courses that may be challenged; tests developed for credit by examination/placement; adoption of textbooks; (2) ensure appropriateness of any commercial test before adoption, (3) ensure course outlines' five 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.

For fall 2017, CPC did not meet. However, faculty continued to assess fall courses and received assistance from CPC coordinator. For spring 2018, CPC held 2 meetings with the following action taking place:

- Reviewed the *undeclared status* procedures and approved a change in procedures for students who Fail to reach a GPA of 2.0.
- Voted to approve a TOEFL waiver for International students who attended high school in English speaking schools. However, this approval was not further approved by the president.
- Approved revised Program Learning Outcomes (PLO) for the Nursing program
- Approved changes in the Internship requirements.
- Approved request that outlines and program modifications now include a revised mapping matrix to ensure the correct learning outcomes are included in course assessment.
- Reviewed and approved 1 outline for 5 year validity
- Reviewed and approved a prerequisite change for 1 outline.
- Disapproved 2 transfer credit requests as the courses were below 100 and fails to follow the transfer policy of credit for courses placed 100 and above.

Several PCC courses were approved for transfer credit to the University of Guam within this reporting period and effort continues to have more PCC courses approved. The CPC committee continues to work with faculty to ensure that programs and courses undergo review and, if necessary, revisions to keep the academic programs relevant and current to meet the needs of the students, communities, and the region.

RPPL 9-22 - "The Skilled Palauan Workforce Investment Act"

Passed into law on April 24, 2014 - To invest in a skilled Palauan citizen workforce by mandating the creation of a vocational certification program at Palau Community College and creating a tax incentive for businesses to hire the said vocationally certified student and for related purpose. §301 (h) "Palau Community College shall develop a strong vocational skills program with a focus on developing professional technical skills for automobile mechanics, boat mechanics, the construction industry, and any other industry in which technical skills and expertise is essential to success."

Types of Certificates**Certificate of Competence
(Non High School Graduate)****Construction**

1. General Construction
2. Plumbing
3. Air Conditioning

Automotive

1. Automotive Maintenance
2. Heavy Equipment Maintenance

Outboard Motor Small Engine

1. Outboard Motor Small Engine Maintenance

**Certificate of Completion
(High School Graduate)****Construction**

1. Carpentry
2. Field Construction
3. Masonry/Concrete Construction
4. Exterior Trimming & Cabinet Making
5. Residential Wiring
6. Residential Plumbing

Automotive

1. Automotive Maintenance
2. Automotive Engine Servicing
3. Automotive Electrical System
4. Automotive Air Conditioning

Outboard Motor Small Engine

1. Outboard Motor Small Engine Repair

**Certificate of Mastery
(PCC AAS or AS Degree)**

1. Automotive & Refrigeration
2. Automotive Mechanics Technology
3. Construction Technology
4. Electrical Technology
5. Small Engine/Outboard Marine Technology

Legislative Findings:

- Need to increase number of citizens in skilled labor industries
- Need to increase citizens interest in skilled labor industries
- Need to provide job opportunities with better pay
- Tax incentive will encourage employers to hire certified Palauans

Recommended wages for certificates under RPPL 9-22:

Certificate of Competence	\$4.50
Certificate of Completion	\$5.50
Certificate of Mastery (AAS).....	\$6.50
Certificate of Mastery (AS)	\$7.50

Note: Other certified trainings such as Job Corps, other college degrees, military certificates, etc. will be reviewed on a case by case basis provided proper information is submitted and if equivalency is found, official RPPL 9-22 certificates will be awarded.

Number of Certificates Awarded in 2015 – 2018

Palau Community College (Certificate of Mastery)	Civic Action Training Program (Certificate of Competence)
Automotive Mechanics Technology18	Automotive - Equipment Operator Journeyman 7
Construction Technology6	Automotive - Heavy Equipment Operator 6
Electical Technology.....3	Automotive – Mechanics2
General Electronics Technology7	Construction - Construction Mechanics 3
Small Engine & Outboard Marine Technology.....10	Construction – Builder 2
Total: 44	Construction – Carpentry 2
	Construction - Electrical Journeyman3
	Construction - Steel Worker 1
	Total: 26

PCC Faculty Senate Association (FSA)

FSA held monthly meetings as stated in their By-Laws, plus several special meetings.

In January, the second half of the annual FSA scholarship was given to recipients who fulfilled all requirements. All recipients performed excellently during fall semester, thus all were eligible for the second half of their scholarship.

In the first week of May, FSA held its annual fundraising activity, Gentlemen's Gourmet, and results were extremely favorable, ensuring continuing support to students in the form of scholarships. Sadly, FSA lost one of its longtime members, Midori Mersai. Also, FSA awarded the top three students at the graduation ceremony. Cash awards as well as certificates of excellence were given to the top three graduating students who performed excellently throughout their educational journey at PCC.

In August, FSA received several scholarship applications. After reviewing, FSA selected one deserving student to receive the scholarship. The first half of the scholarship was given out to the student in October. FSA awaits fall semester GPA results of the student who will then receive her second half of the scholarship in award.

In December, FSA held a Christmas party for its members, and invited other non-FSA faculty members and certain administrative staff to join in their gathering.



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

- Work closely with ministries, agencies, private sectors and non-profit government organizations to assess training needs and establish program sponsorship.
- 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 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.

Highlights

Continuing Education Division successfully conducted 31 sets of trainings to the different age groups of clients for the year 2018. Total of 566 clients benefited from the trainings. In summer 2018 Continuing Education Division conducted a reinforcement courses aligned with the objectives of the Ministry of Education's student's learning targets for grades 3rd to 8th. Courses offered were Math, English Reading and Palauan Language and Culture, Music and Environmental Science. Participants are students from both private and public elementary schools of Palau.

With collaboration between PCC, Ministry of Health and Palau Red Cross Society, Care Giver Training continued to be offered.

Continuing Education Division also hosted numerous different meetings, which include college students' organizations, college divisions and departments and national government agencies as well.



PCC Continuing Education (CE) in collaboration with ROC China-Taiwan offered Mandarin class

2018 Continuing Education Trainings

Training/Workshop	Hours	# of Participants	Instructor/Trainer	Participating Agency
Emergency Medical Technician Training	220	9	Andreas Stiller	MOJ-BPS
Care Giving Training Program	15	30	Dr. Sylvia Osarch-MOH staff	General Public
Substanc Abuse Prevention Training	100	13	Alex Ngiraingas	PCAA/MOH
Nutrition & Food Safety	40	9	Dalton Thomas	PCAA
Smart Phone Basic Training	10	13	E-Van Ongrung	General Public
Basic Reading & Writing for Adult	80	8	Yvonne Ruloked	PCAA
SKP - Singapore Math	40	95	Kalista Rafael, Lady Ngiratcakl, Emadech Oiterong	Elementary Student
SKP - English Reading & Writing	40	55	Lady Ngiratcakl, Gaudencia Ngiramolau	Elementary Student
SKP - Music Class	40	17	Howard Charles	Elementary Student
SKP - Art Class	40	28	Catherine Littlefield– Kloopier	Elementary Student
SKP - Marine Science	40	19	Fabio Siksei	Elementary Student
SKP - Palauan Orthography	40	57	Eric Reklai, Valentina Omelau	Elementary Student
SYP - Traditional Women Dance—Delal a Ngloik	36	8	Rosalinda Ngiraului	High School Students
SYP - Traditional Men Dance - Rruk	36	15	Oingerang Erungel	High School Students
SYP - Palauan Proverbs—Olachitnger	36	23	Sariang Timulch	High School Students
SYP - Palau's Chants –Esols	36	23	Floriano Felix	High School Students
SYP - Pandanus Leaves Weaving	36	8	Judy Kebekol, Dilchur Jones	High School Students
SYP - Mythology-Uchelel Belau	36	23	Hermana Ramarui	High School Students
SYP - Identify Flora Usage	36	23	Albert Soaladaob	High School Students
SYP - Omesubel a Bai	36	15	Frutoso Tellei	High School Students
SYP - Omesubel a Brer me a Biskang	36	15	Benedict Tellei	High School Students
Emergency Medical Technician Training	344	8	Edward Chico Caballero	MOJ-BPS
Basic Counseling Class	24	13	Alex Ngiraingas	MOE
Basic Customer Service	6	14	Victoria Maui	Bureau of Immigration
Substanc Abuse Prevention Training	108	18	Alex Ngiraingas	MOH & General Public
Basic Customer Service	6	6	Victoria Maui	Bureau of Immigration
Care Giver Training	15	30	Dr. Sylvia Osarch	General Public
TOTAL	1517	566		

EDUCATIONAL TALENT SEARCH (ETS)

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 six (6) full time staff who oversee the implementation of activities and services.

Program and Services

The Budget Year 2017-2018 is the second year of the fourth cycle of our federal grant. ETS serves six (6) elementary schools and three (3) high schools in accordance with the guidelines provided by the regulations and requirements of Educational Talent Search Grant.

Elementary Schools and High Schools Breakdown		
Schools	Number of Participants	Number of Tutors
Elementary Schools		
Airai Elementary School	33	1
George B. Harris Elementary School	40	3
Koror Elementary School	97	3
Maris Stella School	18	1
Melekeok Elementary School	34	1
Meyuns Elementary School	29	1
High Schools		
Emmaus-Bethania High School	25	1
Mindszenty High School	48	1
Palau High School	174	6
Adult High School (Reentry)	2	0
TOTAL	500	18

Objectives

These objectives are mandated by the U.S. Department of Education and must be accomplished on an annual basis.

1. Secondary School Persistence: 80% of non-senior participants served each project year will complete the current academic year and continue in school for the next academic year, at the next grade level.
2. Secondary School Graduation (regular secondary school diploma): 70% 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. Secondary School Graduation (rigorous secondary school program of study): 30% of seniors served during the project year will complete a rigorous secondary school program of study and will graduate during the project year with a regular secondary school diploma within the standard number of years.
4. Postsecondary Education Enrollment: 51% 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. Postsecondary Attainment: 20% 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

In Fall Semester 2017, the project recruited at local target schools, attended Principals' Meeting, provided orientation to tutors, and implement tutoring sessions on Mondays to Thursdays. ETS participants participated in numerous trips to Babeldaob, Airai & Koror areas, Diving sites, and Rock Islands for observations and exposure to developing projects, historical and cultural sites, and Olbiil era Kelulau sessions.

In Spring Semester 2018, ETS participants take part in 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 continues for participants in needed subjects. Provide college entrance exam, financial aid assistance, and scholarship information.

Two of our target schools, Airai Elementary School and Melekeok Elementary School, had new principals. Norma Mersai is the new principal for Airai Elementary School and Kerungil Tellei is the new principal for Melekeok Elementary School.

Contacted our Program Officer regarding Peleliu Elementary School requesting that we provide services to their school. Peleliu Elementary School needs to turn in necessary documents regarding its school and population before our Program Officer can give us approval or disapproval of it to be added as one of our target schools.

PCC ADULT HIGH SCHOOL (AHS)

Enrollment History	Academic Year	# of Enrollees	Semester	# of Graduates	Track	
Melekeok	2002-2004	18			College	Vocational
Ngardmau	2002-2005	15				
Sonsorol	2001-2005	9	Spring/Summer '02	29	29	
Ngchesar	2005-2007	12	Spring '03	30	30	
Airai	Spring 2008	18	Spring '04	36	36	
Airai	Spring 2011	17	Spring '05	24	24	
Airai (College Prep.)	Fall 2013	5	Spring '06	19	19	
Peleliu	Spring 2011-2012	24	Spring '07	20	20	
Peleliu (College Prep.)	Fall 2013-Spring 2014	8	Spring '08	17	16	1
Ngeremlengui	Spring 2012	15	Spring '09	15	14	1
Ngeremlengui	Fall 2013-Spring 2014	14	Spring '10	20	14	6
Ngardmau	Fall 2014	16	Spring '11	20	20	
Ngiwal	Fall 2015-Spring 2017	13	Spring '12	15	9	6
Ngaremlengui	Fall-2016-17	15	Spring '13	25	13	12
Ngchesar	Spring 2018	9	Spring '14	17	5	12
Melekeok	Spring 2018	5	Spring '15	9	9	
		Total 199	Spring '16	15	5	10
		PCC Main Campus	Spring '17	1		1
	Fall 2000-Spring 2001	160	Spring '18	8	1	7
	Fall 2001-Spring 2002	297	Total	295	264	56
	Fall 2002-Spring 2003	289				
	Fall 2003-Spring 2004	189				
	Fall 2004-Spring 2005	166				
	Fall 2005-Spring 2006	172				
	Fall 2006-Spring 2007	111				
	Fall 2007-Spring 2008	149				
	Fall 2008-Spring 2009	146				
	Fall 2009-Spring 2010	154				
	Fall 2010-Spring 2011	78				
	Fall 2011-Spring 2012	60				
	Fall 2012-Spring 2013	33				
	Fall 2013-Spring 2014	34				
	Fall 2014-Spring 2015	55				
	Spring 2016	31				
	Fall 2017	32				
	Fall- 2018	20				
Total		2,176				

TAN SIU LIN PCC LIBRARY

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

Highlights

During fiscal year 2017–2018, the Tan Siu Lin PCC Library provided a wide-range of resources and services to PCC students, faculty, staff, and to the general community. Key improvements took place in the areas of Librarian; Grant Projects; Library Summer Activities; Additional Library Staff and Professional Development; Collection Development; Orientations, Instruction and Community Outreach Activity.

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 2017-2018 grant cycle provided \$36,000.00 library initiatives in Palau. Thru the grant money, library reference materials were purchased for the school libraries and were given during MOE and Palau Association of Libraries (PAL) one week workshop. Follett site licenses were renewed for libraries participating in the Palau Union Catalog, an online catalog of most of the library collections in Palau. These grant activities were completed by September 2018.

Personnel

The PCC Library currently employs nine (9) full-time staff members: four Library Technicians, and five Library Assistants. All eight library staff members have completed their degrees in the AAS Library & Information Services Program at PCC. One staff is still pursuing her degree in AAS Library & Information Services Program. Out of the eight staff, three are taking required courses and ready to enroll into the San Diego State University's bachelor program during its next cohort. Hiring process of a new Director for the Library has begun. For now, the library is managed by Library Technician Pioria Asito until a new Director is hired.

Library Collection

During the 2017-2018 fiscal year, the library collection expanded through materials that have been donated to the library. These donations included fiction, non-fiction and dvd materials which have helped to expand the general collection, the children's collection, entertainment collection and the foreign language collections. Approximately 1,376 titles were added to the collection.

Library Evaluations

The library continues to administer the Library User Satisfaction Survey during each spring semester to students, as well as to faculty, staff, administrators, and the general public. The survey attempts to assess the services for improvement purposes. In addition, a Library Computer Lab Evaluation Survey is done during fall semester from computer lab users at the end of each mid-term exam period in order to identify areas of improvements.

Library Facility

The maintenance crew continued to provide needed and necessary maintenance to the library facilities. In addition, another online computer has been installed on the 2nd floor circulation desk and is available for library users to search for materials in the library collection.

Program Activity

From October 2017 to September 2018, the library provided library orientations and instruction sessions to 189 students. The library also provided group tours and research assistance to 15 students from Palau High School and 13 students from Belau Modekngei School. Over 50 students from both Maris Stella and Emmaus Kindergarten had a chance to tour the library especially the Kid's section of the library. During their visit, they had an opportunity to get their free library cards.

The Palau Public Library and the PCC Library are still waiting for a vehicle to use for the Bookmobile Outreach program which will serve both public and private elementary schools throughout Palau. The outreach program services will provide opportunity for the elementary students for interlibrary loan services and other library programs. PCC Library continues to provide varieties of activities to the children at the PCC Day Care on a weekly basis.



Day Care students receiving weaving lessons

An annual Summer Library Program was done during the week of July 10-13, 2018. Over 50 students participated where they enjoyed a range of activities from learning to weave to math and spelling games.



2018 Summer Kids Program

Professional Development

Trainings and workshops for library staff continue to be supported by the college. The Ministry of Education (MOE) and Palau Association of Librarians (PAL) offered a week long workshop for the librarians in Palau. We were fortunate and grateful to have Margo Vitarelli teach us many new activities that promotes children's interest in reading, speaking, listening and creating. Some of the library staffs were able to attend and learn needed skills to use for our outreach and annual summer library programming.



Library Initiatives

- Search and selection of a new ALA-credentialed Director of Library Services.
- Continue to engage PCC maintenance to provide regular maintenance of the library (lighting, air conditioning units, and necessary door/window repairs).
- Implement a Library Amnesty Program to library patrons in order to recover overdue materials.
- Purchase new materials to improve and update the library collection especially in the Teen Space and Kid's Korner.
- Continue to recognize value and cater to community component of the library users which is the largest group of library borrowers.
- Continue collaboration with the Palau Public Library to implement the Palau Bookmobile services as soon as a schedule is finalized.
- Repair of 3M gates on the first floor and second floor of the library.
- Continue to do weekly outreach activity at the PCC Day Care Center.
- Revisit the Prison Outreach Program.

Statistics

The following charts illustrate the number of computer users, total hours of computer use, and number of library visits, circulation of books and materials, number of patrons and circulation by patron type, number of books cataloged, number of resources donated, number of times the conference room was used, and year-to-date expenditures.

Computer Users 2017-2018		# Hours	Books Cataloged		Circulation of Books and Materials		Gate Count # of Visitors	
October	161	167	October 2017	166	October 2017	1,351	October 2017	11,028
November	274	274	November	62	November	1,413	November	10,897
December	99	139	December	36	December	831	December	4,306
January	191	254	January 2018	0	January 2018	1,159	January 2018	7,454
February	216	252	February	51	February	1,257	February	9,947
March	251	365	March	71	March	1,511	March	8,791
April	156	205	April	144	April	1,654	April	8,907
May	145	198	May	134	May	1,444	May	5,978
June	479	574	June	0	June	1,743	June	9,650
July	167	217	July	234	July	1,328	July	7,449
August	251	261	August	0	August	693	August	8,371
September	236	250	September	280	September	0	September	9,416
Total	2,626	3,156	Total	1,178	Total	14,384	Total	102,194

Donated Resources 2017-2018					Number of Patrons and Circulations		
Donated Resources	DVD	CD	Magazines	Books	Patron Type	# of Patrons	Circulations
October	2		1	9	Board of Trustees	4	1,477
November	13		11	142	Community Adult	3,057	128,492
December			26	23	Community High school	2,794	14,729
January	16		56	703	Community Elementary	1,909	15,218
February	4			19	Faculty	81	7,559
March			1 bx.	1,056	PCC Staff	118	18,209
April	2		98	360	PCC Student	3,102	46,866
May	9			16	Total for Patrons	11,065	232,550
June	6		43	30			
July	6	9		7 bxs.			
August	15		18	56			
September	47			272			
Total	120	9	273	2,703			

COOPERATIVE RESEARCH & EXTENSION

Mission

Cooperative Research & Extension of Palau Community College collaborates with partners and clients to generate and develop and disseminate practical, relevant and sustainable technologies and knowledge in agriculture, food and human science 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 including supplemented programs on proper hygiene and healthy lifestyle that were 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 sustainability 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 continued 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 Micronesia to enable them to actively engage in projects that could provide alternative income generation with the overall aim of improving the socio-economic conditions of islanders. Efforts were made to initiate and improve 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 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 relationships. 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.

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.

AGRICULTURE

Maintenance of Root Crops Germplasm

An ongoing maintenance of root crops germplasm at PCC Research and Development station this year continued where several blocks in the field were planted with taro, sweet potatoes and yam. Taro corms from the harvest were donated to PCC cafeteria and total of 5,023 planting materials were distributed to 48 farmers. Total of 437 sweet potatoes planting materials were distributed to 7 farmers. Yams were also planted and total of 2,363kg of yam corms were harvested and distributed to farmers who were interested. In addition, 551 pineapple planting materials were distributed to 4 farmers, 43 banana plants were distributed to 2 farmers and 34 kingkang seedling were given out to 3 farmers.

Micropropagation and In Vitro Conservation of Taro, Banana and Pineapple

Micropropagation and in Vitro conservation of taro are continually being done in the laboratory. There are currently 22 taro varieties being maintained in the laboratory in 321 bottles in the multiplication stage. A total of 508 tissue cultured taro planting materials were given out to 3 farmers for planting in their farms. In addition, four varieties of banana namely Lacatan, Mechad, Bechochod and Sato banana were micropropagated and in vitro conserved in the tissue culture laboratory. Also micropropagation of pineapple in the lab to produce planting materials for field were conducted.

Inventory of crops micropropagated in the tissue culture laboratory:

Crop	Multiplication and Rooting stage (cultures)	Acclimatization in greenhouse (plants)
Taro	321	768
Pineapple	294	1,184 Green house 1,298 Field
Banana		
Lacatan	35	99
Mechad	36	50
Bechochod	19	19
Sato	15	24

Field Planting of Pineapple

There were 476 tissue cultured pineapple planted in the field. Basal application of compost and complete fertilizer was done in each hole prior to field planting. Luxuriant growth of the plants are being observed.

Evaluation of Salt Tolerant Taro Varieties

Three local taro varieties have been identified from experiments conducted in salt water intruded wetland taro patches. These taro varieties are Kirang, Dungsuul, and Dirrubong. They have been propagated in wetland taro patches and are being distributed to local farmers whose taro patch have been intruded by salt water. Total of 1,347 plants have been distributed to farmers.



Tissue cultured banana in the greenhouse



Pineapple planted in the field

Planting Taro Experiment Plots for Sustainable Agriculture Based on the Technical Components of Conservation Agriculture

Taro planting was conducted in Research and Development Station (R&D). A total of 19 experimental plots with the size of 4.5m*11m each were created with collaborative effort from Japan International Research Center for Agricultural Science (JIRCAS). This method is based on conservation techniques using minimal soil, cover crops, and mulching materials.

Agricultural Summer Camp Program

PCC CRE co-hosted the agricultural summer camp program for students in grades 4 to 6 in June and July of 2018. A total of 80 students participated. Students were able to take part on the following activities:

- Taro planting in Mesei: students got a hands-on experience of traditional wetland taro planting and understand the staple food production in Palau. They were able to plant 4 taro patches at R & D station with the help of research extension staff.
- Students learned how to plant Pineapples.
- Students got to experience taro plant tissue culture in the laboratory by propagating vegetative plants in bottles.

- Students got to see Table Top Garden demonstration by CRE R&D staff using Napa seedlings.
- Students were also introduced to the dry litter piggery farm at the station. Learned the maintenance and feeding requirement of having such poultry farm.
- Students enjoyed vegetable dishes prepared by PCC-CRE staffs during lunch time to get more awareness on healthy diet using local vegetables.



Food tasting at PCC CRE Research and Development



PCC CRE conducted Pesticide Applicator Training



PCC CRE staff planting seedlings



Student receiving agriculture program certificate

Fruit Tree Seedlings Preparation

Various tropical fruit production is an area to be improved in Palau. The following fruit tree seedlings are prepared to give out to the farmers.

	Name	Number
1.	Rambutan	747
2.	Papaya	113
3.	Mango	51
4.	Kinkang	261
5.	Sweetsoup	11
6.	Lemon	100
Total		1298



Kinkang seedlings



Rambutan seedlings

Vegetable Production

Vegetable demonstration plots were planted to promote eating vegetables for healthy diet of the community and PCC-CRE staffs. Cucumber, bottle gourd, long beans, water greens and nappa were planted and harvested vegetables were shared to PCC-CRE staffs.



Nappa seedlings

Acclimatization of Breadfruits Plants

PCC-CRE received 288 breadfruit plants propagated by tissue culture from Hawaii and currently acclimatization of those plants is conducting to grow outside and give out farmers of the community. This activity aims to promote growing breadfruits in Palau.



Breadfruit plant acclimatization in humidity box

Visitors to the R & D Station

PCC-CRE is the only place where plant tissue culture laboratory for in vitro germplasm conservation of taro, pineapple and banana are conducted, therefore more than 200 students, parents and teachers visited the PCC R & D Station facilities. They were briefed on the conservation and maintenance of root crops germplasm collection at the PCC R & D Station and were also shown the use of plant tissue culture technique for the rapid mass propagation and multiplication of taro, banana and pineapple for distribution of planting materials to farmer clients. In the Crop Protection Lab, the guests viewed the insect collection in Palau and were briefed on the use of bio-control agents for the control of invasive weeds and pests of taro and cassava. They also visited the Dry Litter Demonstration Piggery Farm which uses coconut and wood chips as dry litter bedding material to conserve water and prevent environmental pollution.

Date	Group	Number
February 16, 2018	Meyuns Elem. School students and teachers	76
February 23, 2018	Meyuns Headstart students, teachers and parents	26
March 14, 2018	Ngaremlengui Elementary School Students, Parents and Teachers	29
March 30, 2018	Medalaih Headstart Students, Parents and Teachers	64
September, 2018	Palau High school student, and teachers	30
Total		225

AQUACULTURE PROGRAM**Rabbitfish (*Siganus* sp.)**

Series of larval rearing trials for the rabbitfish were continued at PCC hatchery and about 11,900 rabbitfish (*Siganus lineatus*) juveniles were delivered to established fish farm around Palau.

Table 1. Release of rabbitfish juveniles at different farms in Palau

NAME	No. of Pieces	Location	Date of Delivery
Nabeyama Farm	1,200	Ngetpang State	October 2017
Indigo Farm	1,200	Airai State	November 8, 2017
Aquapro Farm	2,000	Koror State	January 11, 2018
Fish Farmers Coop	1,500	Ngiwal State	April 4, 2018
Kenneth Merep Group	1,800	Melekeok State	June 19, 2018
Nabeyama Farm	2,000	Ngetpang State	July 20, 2018
Kayangel Farm	2,200	Kayangel State	September 07, 2018



Transferred rabbit fish from the tank into the cage

Mangrove Crabs (*Scylla serrata*)

A series of hatchery production trials have been conducted to produce mangrove crab juveniles at PCC-Hatchery. A total of 1,800,000 newly hatched mangrove crab zoeae were stocked in a 10-ton capacity larval rearing tank. These zoeae were part of the estimated 2.1 million larvae that were hatched from the crab that spawned. Out of the 1,800,000 mangrove crab zoeae about 5,000 were recovered. These crabs further grown inside the nursery tanks to further grow them to about 2-inch carapace crablets for stocking to the grow-out farms. Crabs that were grown to 2-inch were delivered to three crab farmers, Huebert Lemong, Silas Kingzio and Rubeang Nabeyama.



Crablets released to local farms

A total of 225 crablets (1-inch carapace width) were also utilized for a 3-months experiment on the effect of adding feed supplement on the growth and survival rate of crablets in the nursery tanks. This experiment was terminated after 2 months of rearing. Nutritional analysis of the crab samples and Statistical analysis of the data are currently being done at Oceanic Institute. The rest of the crablets were kept in the nursery tank to further grow them until they became ready for distribution to local mangrove crab farmers.



Set up for feeding experiment



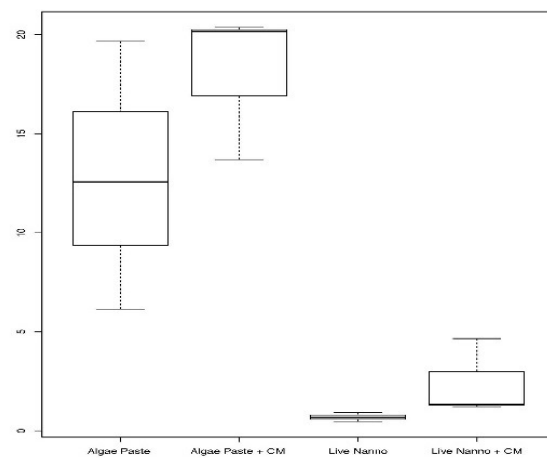
Crablets survived after the termination of experiment



Local feed processed with additives



Set up for larval rearing experiment



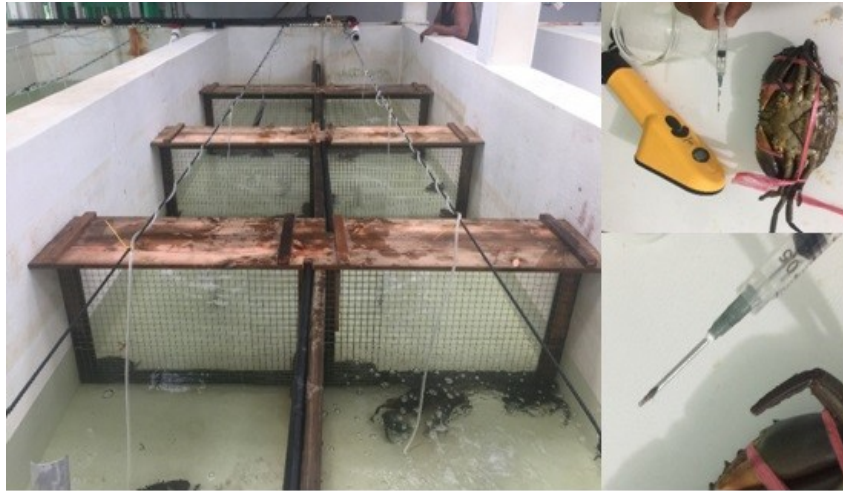
Box plant chart showing tanks fed with algae paste and with addition of live diatom rearing

Collection of mangrove crab tissue samples has been started after the Sub-receptient Agreement between the Oceanic Institute of Hawaii Pacific University (OI-HPU) and PCC has been signed last January 11, 2018 for the new project titled: “Disease Prevalence Survey of Wild Mud Crab Populations in the US-Affiliated Pacific Islands”. Forty crab were purchased from four strategic location in Palau (North – Ngaraard and Ngiwal; South – Peleliu; East- Ngatpang; and West – Ngchesar) and tissue samples were extracted and were fixed in sample tubes containing reagents for later DNA and RNA Analysis.



Collection of mangrove crab tissue samples for DNA analysis

Crabs that survived after the extraction of tissues were kept separately inside the tank with respect to the source where they were collected. These crabs were individual tagged and will be used as captive brood-stock for future larval rearing experiments and crablet production.



Improvised mangrove crab holding compartment for wild caught mangrove

Aside from supporting the existing crab farms, the PCC researcher and the Extension Agent accommodated the inquiries of three interested clients in Ngaraard State named Otobed Rdialul, Francis Elkang and Meriu Wachi. These clients sought technical assistance in line with their interest on farming the mangrove crabs. The PCC aquaculture staff visited the client's proposed project site and provided recommendations with respect to the suitable design for the crab farm.



Proposed mangrove crab farm for Mr. Meriu Wachi in Ngaraard State



Proposed mangrove crab farm for Mr. Francis Elkang in Ngaraard State

Milkfish (*Chanos chanos*)

Two major milkfish farms being run by the Ngerdubech Corporation and Hiromi Nabeyama in Ngatpang State are among the beneficiaries of the first batch of locally produced milkfish fry at PCC Multi-species Hatchery located in Ngermetengel, Ngeremlengui State in this year 2018.



Milkfish fry being acclimatized before releasing into the nursery pond

A total of 20,000 high quality milkfish fry were delivered to these farms for stocking in their nursery ponds on March 8 and 21, 2018 (Figure 6). These milkfish fry were produced out of the 42,000 good eggs that were collected at the floating milkfish broodstock cage in Ngatpang State last February 7, 2018. Once these milkfish fry reach the size of more than 6 inches, they will be transferred to grow-out ponds and cages to further raise them until they reach the marketable size.



Milkfish fry are packed in oxygenated plastic bags prior to transport

TIGER SHRIMP (*Penaeus monodon*)

To develop a sustainable farming of the native tiger shrimp *Penaeus monodon* in Palau, captive *P. monodon* broodstock has been developed at PCC hatchery. Out of 200 pieces locally produced juveniles that were stocked in two units of 2m x 8m x 1m concrete tanks, 160 pieces have grown into subadult stage. These shrimps are now about 5-7 inches in total length, weighing an average body weight of 67g and were transferred to a larger and deeper tank to further rear them until they become sexually matured and be able to spawn. A research proposal has been prepared for submission to USDA-NIFA to obtain funding support for this project.



Hatchery produced tiger shrimp subadult grown in the concrete tanks.

Other routine aquaculture related activities**Maintenance of live micro-algae**

Three important micro-algae species that are used as feed for essential the larval feed like rotifers and copepods are being kept at PCC hatchery.

Every week new batch of algae culture for each species needs to be prepared that involves counting of cells and sterilization of culture media.

Algae culture in carboys was counted everyday so that the amount of algae to be fed to copepods can be estimated.

Maintenance and culture of live larval feed (rotifers and copepods)

Rotifers and Copepods are zooplanktons that are used as live feed for different types of larvae in the hatchery. These organisms need to be available anytime so that in case the fish and crabs spawn we have feed to be used in the larval rearing.

Everyday, densities of these organisms as well as the live microalgae were counted to estimate the amount of feed to be given.

Every week new batch of culture for each species needs to be prepared that involves counting of cells and sterilization of culture media.

Feeding of Fish and Crabs

Fish and crab broodstock and juveniles were fed every day using commercial feed and frozen fish meat so that they would stay alive and healthy.

Hatchery visitors

This year we had more than 500 visitors that came to the CRE Multispecies hatchery, including students, teachers, parents, people, NGO and private individuals.



Students tour PCC CRE Multi Species Hatchery

Regional Assistance

Assessment of Hatchery at College of Marshall Islands Arrak campus for Rabbitfish Research

From July 26 to August 5, 2018, PCC Aquaculture Researcher travelled to Majuro, Marshall Islands to conduct an assessment of the existing hatchery at CMI Arrak campus for possible re-establishment of the research on the seed production of rabbitfish locally known as “mole”. After his visit, an overall assessment and recommendations on how to reconfigure and optimize these facilities so that these will be suitable for maintaining the rabbitfish broodstock, larval rearing, nursery and grow-out trials were provided (Figure 3). A new research proposal for the rabbitfish will be written to support the implementation of this project.

Figure 3. Current conditions of facilities in the existing CMI hatchery



CMI hatchery facilities

Other Routine Aquaculture Related Activities**Maintenance of live micro-algae**

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Feeding of Fish and Crabs

Fish and crab broodstock and juveniles were fed every day using commercial feed and frozen fish meat so that they would stay alive and healthy.

Youth & Adult EFNEP**Expanded Food Nutrition & Education Program (EFNEP)**

The objective of the program is to provide families and youth with basic nutrition, demonstration of selected healthy recipes, and tips on safe food handling and storing to improve the clients' eating habits.

The President of the Republic of Palau declared 2018 as the "Year of a Good Health", with this declaration, We have made efforts to reach out to all the schools in Palau to reintroduce table garden project. This effort includes physical activities and healthy eating.

EFNEP program has been conducting table garden project as a part of the lessons on the Expanded Food and Nutrition Education Program by teaching the youth on how to grow vegetables utilizing the tabletop garden system. The students not only trained of vegetable production, they also learn how to utilize vegetables in their daily eating. The project has other far reaching benefits such as healthy eating, physical activities, saving money and of course learning how to cook vegetables.

PCC-CRE, EFNEP program conducted several small gardening programs in G.B Harris, Kayangel, Maris Stella School and Meyuns Elementary Schools as well as PCAA Headstart cooks. The students and adults were taught with basic techniques on how to grow their own healthy food using tabletop garden. Tabletop gardening involves lessons on budgeting on food items, food safety, understanding food labels, physical activities, home gardening and setting goals. The trainings were successful with 142 participants, with total of 20 meetings over 40 hours.



EFNEP gardening programs used for nutrition class

EFNEP program conducted workshop on Taro flour processing at Taiwan Technical Mission Center in Aimeliik State. The training taught women how to prepare healthy food using local root crops such as taro. It also enhances physical activities to adults while moving around. They also learned the basics of food safety as well as food budgeting, understanding food labels, and setting goals. There were 25 participants who successfully completed this 8 hours training in one day.

FY 2018 BUDGET

INCOME	
1 Tuition & Fees	\$1,804,083.92
2 Room	\$168,896.00
3 Board	\$316,680.00
4 ROP Contribution	\$2,498,514.27
5 Sales of Service	\$70,439.26
6 US Federal Funds (Grants)	\$1,937,779.00
7 Restricted Appropriations (Endow)	\$125,331.93
8 Miscellaneous Revenues	\$513,593.00
TOTAL INCOME	\$7,435,317.38
EXPENSES	
9 Furniture & Fixtures	\$50,000.00
10 Equipment	\$200,000.00
11 Insurance	\$28,500.00
12 Instructional Materials	\$80,000.00
13 Books & Library	\$126,398.80
14 Food Supplies	\$390,000.00
15 Consumable Supplies	\$356,844.16
16 Vehicle Registration	\$12,000.00
17 Automobile/POL	\$127,000.00
18 Staff Development	\$5,500.00
19 Advertising	\$2,862.50
20 Printing & Reproduction	\$60,000.00
21 Communication	\$157,933.58
22 Utilities	\$450,000.00
23 Leased Housing	\$82,219.95
24 Freight	\$1,915.74
25 Student Recruitment	\$35,000.00
26 Contractual Services	\$150,000.00
27 Travel (Staff Development)	\$175,000.00
28 Health Insurance	\$155,501.13
29 Life Insurance	\$7,769.29
30 Pension Plan	\$169,219.08
31 Social Security	\$173,719.08
32 Salaries	\$3,245,574.02
33 Adult High School	\$79,863.70
34 Board of Trustees	\$38,000.00
35 Pension Buy Back	\$39,784.90
36 Accreditation	\$82,933.17
37 Non - FAS Pension	\$29,626.20
38 Palau Health Care Plan	\$80,657.95
39 Management Information System	\$204,000.00
40 Infrastructure Maintenance	\$126,302.37
41 Student Wage (FWS, AANAPISI & RIIA)	\$230,000.00
42 Tuition Waiver	\$32,020.00
43 SAT 10	\$25,000.00
44 Institutional Membership & Fees	\$180,000.00
45 Scholarships (SEOG & Pell Grant)	\$46,087.50
TOTAL EXPENSES	\$7,435,317.38

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HIRE PCC GRADUATES!

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