

# 2017 Annual Report



**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 2017 Annual Report which highlight activities and undertakings during Fiscal Year 2017.

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 postsecondary of higher education serving our Republic and we look forward to working with you as we continue our effort to build knowledge and improve employability skills to enable 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  
MEMBER



EOGHAN O. NGIRUDELSANG  
STUDENT TRUSTEE

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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 Micronesian region.

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

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



## ***History***

1927 - 1944 Mokko School

*Japanese Administration*

1948 - 1955 Palau Intermediate School

Mr. Sadang N. Silmai, First Principal

*Palau District - Trust Territory of the Pacific Islands*

1955 - 1968 Palau Vocational School

Mr. Sadang N. Silmai, Principal

*Palau District - Trust Territory of the Pacific Islands*

1968 - 1970 Micronesia Occupational Center

Mr. Max Jones, Director

*Palau District - Trust Territory of the Pacific Islands*

1969 - 1977 Micronesia Occupational Center

Mr. Wilhelm R. Rengiil, Deputy Director

*Palau District - Trust Territory of the Pacific Islands*

1970 - 1972 Micronesia Occupational Center

Mr. Norval Marsh, Director

*Palau District - Trust Territory of the Pacific Islands*

1972 - 1986 Micronesia Occupational College

Mr. Wilhelm R. Rengiil, President

*Palau District - Trust Territory of the Pacific Islands*

1981 Micronesia Occupational College

Mr. Henry J. Hoff, President

*Palau District - Trust Territory of the Pacific Islands*

1986- Micronesia Occupational College

Rev. Billy G. Kuartei, Interim President

Member, College of Micronesia Board of Regents

1986 - 1997 Micronesia Occupational

College/Palau Community College

Mr. Francis M. Matsutaro, President

**1993**

**Palau Community College was officially Inaugurated under the Republic of Palau Public Law (RPPL) 4-2**

1998

Mr. Mario H. Katosang, Interim President

1999 - Present

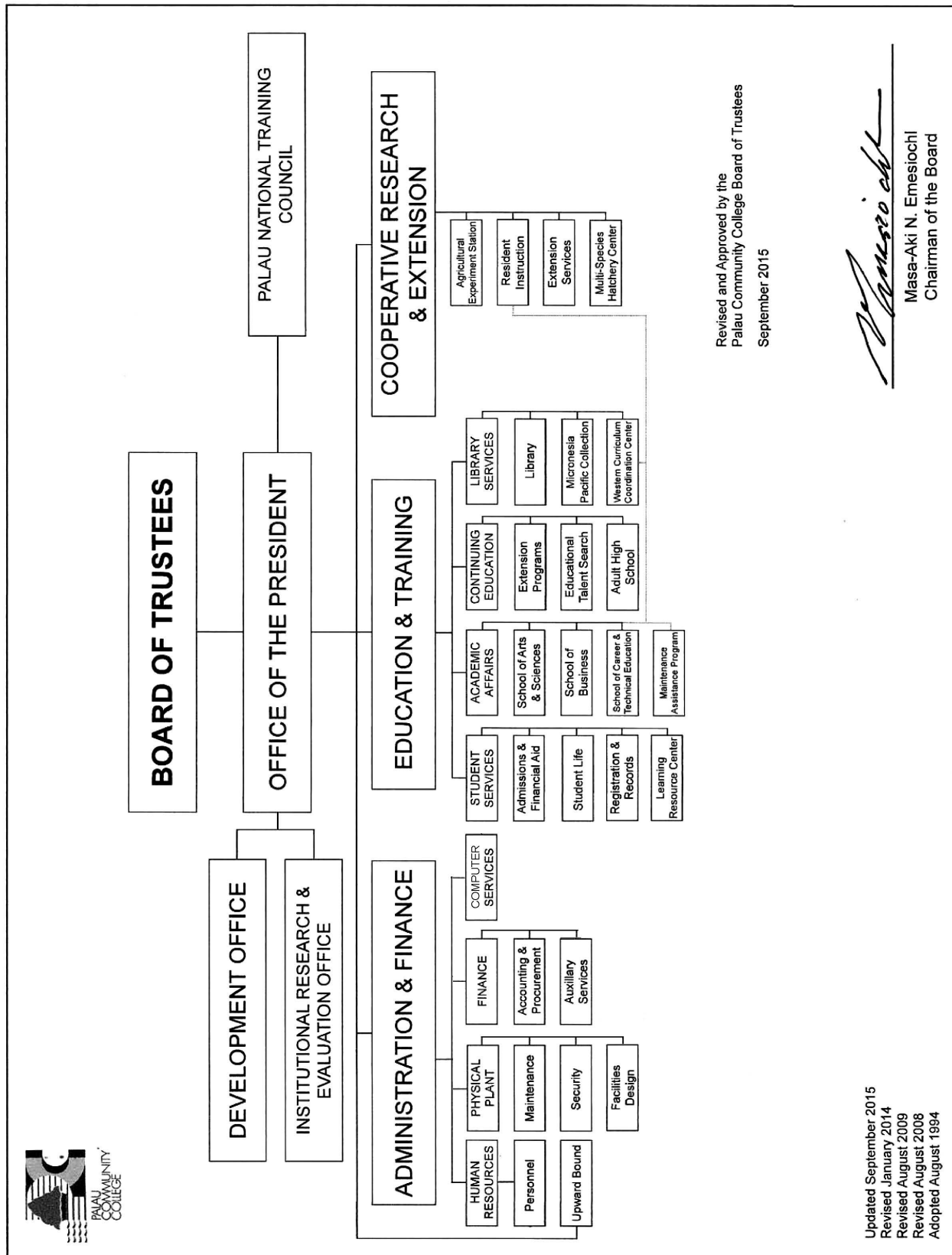
Dr. Patrick U. Tellei, President



Lebuu Bai



Mesekiu 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

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 (ILOs)

### **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.

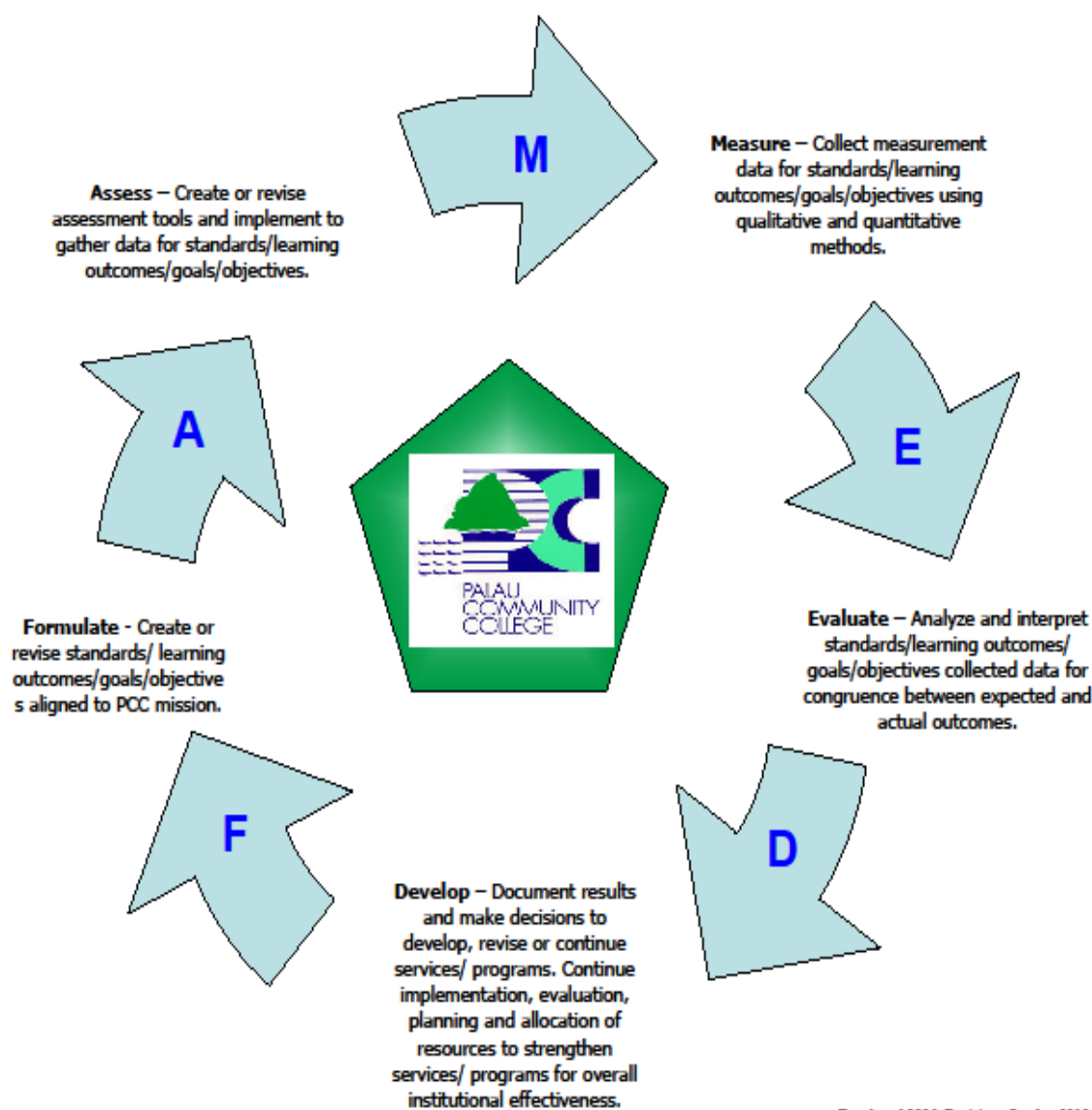
### **ILO 5: Civic Responsibility**

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



Developed 2006; Revisions October 2010, March 2015

## 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
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
Ms. Clara Maile Andreas	Project Director, Talent Search/Adult High School
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. 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
Ms. Zacateca Adelbai	President, Associated Students of Palau Community College

## **Institutional Research and Evaluation Office (IREO)**

### **Accreditation**

Palau Community College (PCC) has been a member institution of Accrediting Commission for Community and Junior Colleges – Western Association of Schools and Colleges (ACCJC-WASC) since 1977. On July 8, 2016, Palau Community College received a letter from ACCJC President, Dr. Barbara Beno informing the college of the Commission's decision on the college accreditation status. After the Commission's consideration of all the written and oral reports made on behalf of Palau Community College, the Commission acted to reaffirm PCC's accreditation for eighteen months and required the college to submit a Follow-Up Report by October 15, 2017.

Palau Community College received five commendations from the Commission, three recommendations to meet the ACCJC Standards, and eight recommendations to improve institutional effectiveness. The college Follow-Up Report in October 2017 will demonstrate how the college has resolved all deficiencies and meets accreditation standards.

Upon receiving the Commission's letter on July 8, 2016, the college President, Dr. Patrick U. Tellei informed members of the institution through the Executive Committee meeting in July 2016; letter to the college Board of Trustees members and Board's meeting; college newsletter; August 2016 college general assembly; Republic of Palau President, Tommy E. Remengesau, Jr.; members of the Palau National Congress; and the Palau community through public media, such as newspapers and radio talk shows. PCC's accreditation status information is also available on the college website at [www.palau.edu](http://www.palau.edu).

Palau Community College has organized itself in preparation and writing of the college Follow-Up Report that will be submitted to ACCJC on October 15, 2017. The college Accreditation Steering Committee's initial meeting for the Follow-Up Report took place on October 13, 2016. The first draft of the Follow-Up Report will be submitted to the college President on December 31, 2016.

Palau Community College Accreditation office continues to conduct trainings and workshops with college administrators, faculty, and staff to ensure that every programs and service areas of the college are in compliance with accreditation standards, eligibility requirements, ACCJC policies and regulations, as well as US Department of Education policies and regulations.

As part of ongoing college improvement, PCC Accreditation Office in collaboration with Faculty Senate Association provided an Institutional Effectiveness Workshop. The workshop concentrated on the college continuous effort to move forward using student learning assessment results to ensure institutional effectiveness. It also allowed faculty and service providers from the Student Services, Library, and Administration & Finance areas to collaboratively discuss ways to increase institutional effectiveness using data, as well as share ideas on how to continue to implement changes to increase student learning and success.



**Institutional Research & Evaluation****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 2017, IREO provided support services—analytical, methodological, and statistical expertise—to the college community, consultation on research design, survey development and administrations, 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/or reviewing internally-developed evaluation instruments. Assisted Academic Affairs (Office of the Dean and Associate Dean) with Student Evaluation of Instructor and 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 Courses.

**Institutional Publication**

The office has released the 2016-2017 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 2016-2017 and comparing to 2015-2016 to all faculty and staff during faculty training and fall 2017 Convocation.

**Institutional Effectiveness Workshop**

The IREO Director conducted a two-part Institutional Effectiveness workshop for Faculty in April and August 2017. New Tracdat template for course assessments and disaggregation was presented to faculty.

**Institutional Effectiveness Workshop**

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.

Provided information to the National Center for Education Statistics (NCES) Integrated Postsecondary Education Data System (IPEDS) Survey.

Furthermore, IREO was also responsible for overseeing the coordination, collection and submission of information to Higher Education Directory and Peterson's Annual College Survey

The office also provided comprehensive report for Palau 2017 Stanford Achievement Test 10<sup>th</sup> Edition (SAT10). The report provided descriptive summary, trend and yearly comparison of the SAT 10 results for Palau schools (public and private). Performances in each subject areas for all levels were also presented in this year's report.

### **Professional Development**

Institutional Researcher attended the Quantitative Research using Multivariate Statistical Models with Software Application in Manila, Philippines conducted by the Philippine Association of Researchers and Statistical Software Users and EINS Review and Statistical Consultancy Center. It was a hand-on training using SPSS software to analyze research data and to apply in different statistical models in research.

The IREO Director and Institutional Researcher attended the 2017 Association for Institutional Research (AIR) Annual Conference and the Tracdat Annual Conference in June. The AIR conference provided knowledge on accreditation, assessment practices, approaches on strategic planning and implementation methodologies. The Tracdat conference provided knowledge on the new vision of the data assessment software, assessment practices mapping unit goals/objectives to institutional level goals/ objectives; and an opportunity to network with other professionals in the field. In July 2017, IREO staff attended the 30<sup>th</sup> Pacific Educational Conference held in Palau.

Institutional Research and Evaluation Office is affiliated with the following associations and alliances:

AIR (Association for Institutional Research)

PacAIR (Pacific Association for Institutional Research)

Palau Research Alliance member of REL (Regional Educational Laboratory)



Administrators and Faculty participating in the college Institutional Effectiveness Workshop

## 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 websites, and local media outlets.

Alumni Relations - To strengthen the MOC/PCC Alumni Association to help promote and support college programs and services through the Mesekiu's Newsletter, Alumni Association meetings, Alumni Awards in spring commencements and Alumni donations and contributions to the endowment fund.

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
2015	\$3.897 Million
2016	\$4.2 Million (\$100,000 - OEK)
2017	\$4.9 Million



Chief of Staff Secilil Eldebechel presenting donation to PCC President Patrick U. Tellei at our Annual Fundraising Event



President Tellei receiving donation from Bank of Guam - Palau Branch Manager, Joe Cruz



Fundraising prize winner, Ms. Melissa Ueda with President Tellei and PCC student Crane Moses



Senator Arnold Oilouch donating to Thanksgiving Fundraising. On hand to receive donation is PCC President Patrick U. Tellei



**PCC ENDOWMENT BI-WEEKLY CONTRIBUTORS****National Government (ROP)****Total Contributors: 590****Total Amount: \$35,799.39**

1 Abba Ngiruos	42 Benjamin M. Master	83 Clifton Soalablai	123 Dominina Ngiraibai
2 Adelaide Rechemang	43 Berlinda E. Ngiraungil	84 Clifton M. Rubasch	124 Donna M. Gibbons
3 Adeline Ngirakesau	44 Berlyne Celestine	85 Clint Mersai	125 Doreen Yoshiwo
4 Adora Ngiramolau	45 Bernadette Kintaro	86 Clive Telei	126 Douglas Tkel
5 Adora Nobuo	46 Bernard Ngiraibai	87 Colin Isamu	127 Duane Tochi
6 Akemi Kaleb	47 Bernice Sidoi	88 Cyril P. Leonardia	128 Dwight Ngiraibai
7 Aldrin Tellei	48 Besie E. Elbelau	89 Damiana Y. Ngiratecheboet	129 Dwight Jr. Albert
8 Alex R. Ngiraingas	49 Beverlin Takeo	90 Daniel M. Teliu	130 Dyna Miclat
9 Alex B. Siliang	50 Bion D. Blunt	91 Daniel S. Aquon	131 Earle Emiliano
10 Alexander S. Merep	51 Bolton X. Tengoll	92 Danny D. Elidechedong	132 Early M. Salii
11 Alexander Cruz	52 Boone Silas	93 Darlynn Takawo	133 Edline Mabel
12 Alexander Sumor	53 Borman Teltull	94 Dave A. Orrukem	134 Edmund Ongrung
13 Alfonsa Blesoch	54 Bradford Blaluk	95 Davis Saburo	135 Edolem Ikerdeu
14 Allen P. Remeliik	55 Bradley Rimirch	96 Davis Tamtereng	136 Edson Chiokai
15 Allen Ngirailemesang	56 Brandon B. Giramur	97 Dean C. Renguul	137 Edward Yaoch
16 Allyne Kikuharu	57 Brian Lakobong	98 Dean A. Terry	138 Edward Anastacio
17 Aloysius Alonz	58 Bridget Iyar	99 Debby Debengek	139 Edward Tadao
18 Alton Samsel	59 Brownly Salvador	100 Debed Luii	140 Edwin Ongerung
19 Alynda O. Masayuki	60 Burt N. Ldesel	101 Deborah T. Wiley	141 Edwin Tomoichi
20 Amos B. Solomon	61 Burton Wong	102 Deborah Mesubed	142 Edwina Polloi
21 Andres S. Oseked	62 Camellia Wasisang	103 Delailah M. Shiro	143 Efrencia R. Kazuma
22 Andrew Tabelual	63 Capily Mutsuo	104 Delilah Llecholech	144 Eileen Solang
23 Angela M. Blaluk	64 Carl Polloi	105 Delina Kebekol	145 Elchesel Wilfred
24 Angeline Sakuma	65 Carlson Etpison	106 Delmas Beketaut	146 Eleanor Anderson
25 Ann L. Pedro	66 Carter Ngirabong	107 Delorah Yoshiwo	147 Elizabeth S. Kyota
26 Annette Ucherkemur	67 Charles Obichang	108 Delphina Sumor	148 Ella Rdiall
27 Annette M. Siksei	68 Charley Simeon	109 Deneley Mutsuo	149 Ellen B. Chokai
28 Annette O. Tirso	69 Chasinta M. Jefferson	110 Denicia Mariur	150 Ellena Temol
29 Antoinette Tengeluk	70 Cherylene Rengulbai	111 Denise L. Sambal	151 Elliot Udui
30 Antonio B. Mariur	71 Chiba Rii	112 Dennis Blaluk	152 Elmera Syozitaro
31 Antonnette O. Merur	72 Christina Paulis	113 Dennis Renguul	153 Elspeth Ngiraibai
32 Armstrong August	73 Christine B. Trolui	114 Derrick David	154 Emadech D. Oiterong
33 Arsenio Saburo	74 Christine Nakamura	115 Deskim Tutii	155 Emily B. Kaleb
34 Arthur Remeliik	75 Christopher Debengek	116 Devon Andreas	156 Emrei Takeo
35 Azaria Timarong	76 Clara Rechebei	117 Dianne Brewer-Jayson	157 Encely L. Ngiraiwet
36 Bailey J. Eberdong	77 Clarinda S. Alexander	118 Dilisa Brikul	158 Epsie West
37 Baklai Temengil	78 Clarinda Worswick	119 Dillaine Ueki	159 Eric Rechucher
38 Barbra Solang	79 Clarissa Rdang	120 Dina Sandei	160 Ernestine Kadoi
39 Beatrix Remoket	80 Clark M. Rechebong	121 Dolyn I Tell	161 Erolflynn Kloulechad
40 Beatrix B. Taima	81 Clayton D. Ngiraked	122 Dominic Kyota	162 Ervin C. Rengechel
41 Benedict U. Tellei	82 Cliff Cruz		163 Ethiopia Mabel

164 Etison Sadang, Jr.	209 Harvey Renguul	254 Jocelynn Rechebong	299 Keobel Vitarelli-Sakuma
165 Eugario Ngiratmab	210 Hasinta Rekemel	255 Jochebed E. Albert	300 Keong Roduk
166 Evangeline Baysa	211 Helen Remoket	256 Jodston T. Wasisang	301 Keraskes Masaharu
167 Evelyn M. Teriong	212 Helena Gulibert	257 Johaina Sadao	302 Kerufin Tolngii
168 Evelyn Adelbai	213 Helena Rebelkuul	258 John Gabriel	303 Kerungil Tellei
169 Evelyn Tomokane	214 Helenda Oimei	259 John F. Takisang	304 Kevin N. Ngitong
170 Everlynn Belelai	215 Hideki Takataro	260 John Mark Ngirmekur	305 Kimiyo Nakamura
171 Everson Sadang	216 Hila Asanuma	261 John Ngewakl Pedro	306 Koriang Clarence
172 Felisa J. Remoket	217 Hilda Kenzio	262 Johndeck Timarong	307 Kurt Rehuher
173 Fenally Seklii	218 Ikrebai Blesam	263 Johnmark Olkeriil	308 Kyah Remeliik
174 Ferlyn Mtoched	219 Ilima Kloulchad	264 Johnny Sambal	309 Lackson V. Basilius
175 Fermina Donatus	220 Imengel Mad	265 Johnson Saikemal	310 Lady M. Ngiratkakl
176 Festus Ringang	221 Imengel Secharmidal	266 Jolene M. Mekreos	311 Lalii Meyer
177 Flora Kintaro	222 Inez Remengsau	267 Joncy Useluku	312 Lamoine V. Abraham
178 Francis Termeteet	223 Inglord Sumang	268 Joncy D. Tkel	313 Landis Rechelluul
179 Francis S. Alonz	224 Iola Blaluk	269 Jonie B. Rengiil	314 Lannie J. Tsuneo
180 Francisco Melaitau	225 Ishmael Imetengel	270 Jonnie R. Ngeluk	315 Lanson Doktok
181 Franco Marcello	226 Ismael N. Aquon	271 Jordan Ewatel	316 Lantz D. Ngiramengior
182 Frannie Ngiltii	227 Iterir J. Oketol	272 Josephine Asanuma	317 Larry Mamis
183 Fred Ramarui	228 Jackline Pedro	273 Josiafat U. Ibutirang	318 Lawrence Sumor
184 Freda Harvey	229 Jacob Timarong	274 Jovian Adelbai	319 Leileen Reklai
185 Fitzgerald B. Demei	230 Jacqueline Ngirdimau	275 Jowas Wasisang	320 Lentcer Basilius
186 Froline Ann Bultedaob	231 Jade Cruz	276 Joyce Ramarui	321 Lesley Ngiramolau
187 Galileo E. Saiske	232 Jason C. Nolan	277 Joycelyn Gabriel	322 Levan T. Akitaya
188 Gathan Isimang	233 Jason Tewid	278 Jr-Young Sikyang	323 Liezel Pulgueras
189 Gerda E. Setts	234 Jean F. Techur	279 Juanita Marcil	324 Lili Marino
190 Gillham Obeketang	235 Jeanette R. Ngirngetrang	280 Judson Butelbai	325 Lilian N. Marcil
191 Glenford Fritz	236 Jefferson Blaiyok	281 Judy Mathew	326 Lily E. Oilouch
192 Gloor N. Gates	237 Jefferson T. Thomas	282 Julie-Ann Castro	327 Linda Kuterbis
193 Gloria Oseked	238 Jefferson I. Eriich	283 Julien Adelbai	328 Linda Ngotel
194 Godinez B. Renguul	239 Jeffry Olegeriil	284 Julius Ludovico	329 Liza King-Ich
195 Godwin Smau	240 Jelynd Ngirmang	285 Jun Ushibata	330 Lizle C. Delos Santos
196 Godwin Philip	241 Jennifer Williams	286 Kabidor Taima	331 Lloyd Ueda
197 Grace Tomoichi	242 Jennifer Kailau	287 Kaia Sasao	332 Lolyna E. Ngiratrang
198 Gregory Ksano	243 Jeremiah Tem	288 Kailang Asanuma	333 Lora Demei
199 Gustav Aitaro	244 Jerry N. Saka	289 Kalista J. Rafael	334 Lorena Miyuki
200 Guthbert Ikeya	245 Jersey Iyar	290 Karl Iekar	335 Lorenza Ise
201 Gwendalyn K. Sisior	246 Jesse Sengebau	291 Karma D. Raymond	336 Loretta Philip
202 Gwendolyn D. Bai	247 Jessica Blailes	292 Katsumi T. Ngirchokebai	337 Lorilynn Derbai
203 Gwenthyan Williams	248 Jessica Daniel	293 Kayla I. Rebluud	338 Lorraine A. Tellei
204 Hadleen Medalarak	249 Jessica A. Sumor	294 Kayleen M. Joseph	339 Losii Ngirdengoll
205 Halora Paulis	250 Jewish O. Ngiraikelau	295 Kazuki Sungino	340 Losii Samsel
206 Harlan Derbai	251 Joanne D. Udui	296 Keaton Soalablai	341 Louisa Santos
207 Harry Sambal	252 Joanne I. Mikel	297 Keizy Kuroda	342 Lourigene K. Samsel
208 Haruich Telmetang	253 Jocelyne L. Tonyokwe	298 Keizy U. Shiro	343 Lovey Alfonso

344 Lucia W. Tabelual	389 Mercy S. Kiuluul	434 Persilla A. Rengiil	479 Rosita Haruo
345 Lucio Hidemi	390 Mercy Beketaut	435 Petra R. Glenn	480 Rozella Tochi
346 Lucy A. Tangelbad	391 Merep J. Ngiralmu	436 Philip N. Haruo	481 Rsei A. Odang
347 Lucyjane Techechur	392 Merline Malsol	437 Piccola H. Ngiraked	482 Ruluked L. Daniel
348 Lue Dee Kotaro	393 Merlynda Ramarui	438 Pillar Ngiraswei	483 Rumi E. Singeo-Reklai
349 Luiil Erriang	394 Merlyne M. Katosang	439 Polycarp Marcil	484 Russell Roman
350 Luke Mangietar	395 Mesiwal Madlutk	440 Portiana Franz	485 Ruth B. Ulitch
351 Luna Dlutaach	396 Michael Ngiruos	441 Pracy Masubed	486 Ruth Naruo
352 Lydia Reklai	397 Mike Meyar	442 Priscillo Orrukei	487 Ruth C. Elbelau
353 Lyliza Madris	398 Miriam Rengulbai	443 Procerpine Mellil	488 Ryan A. Franz
354 Madeline Masaru	399 Mitsue Toribiong	444 Quintina Nestor	489 Sabina Andrew
355 Madeline Tengeluk	400 Molina T. Skilang	445 Radley T. Kazuma	490 Sabina Ewatel
356 Madengerang Takeo	401 Monaliza S. Melayong	446 Ralph W. Ubedei	491 Sadako Tadao
357 Magaria Tellei	402 Mtoched Hideo	447 Ralph Remoket	492 Sahar K. Hanser
358 Maloreen A. Renguul	403 Muriel Sinsak	448 Raymond Ongino	493 Salazar Joseph
359 Malsol E. Nobuo	404 Myla M. Oimei	449 Raymond Roman	494 Salustia Mira
360 Marcella April	405 Nabors Ngirumerang	450 Rayna Arurang	495 Salvador Ingereklii
361 Margie Ngirmidol	406 Nangisa Mai	451 Rayna Bailas	496 Samuel Lucas
362 Maria L. Lawrence	407 Nanumi Toribiong	452 Rayner Saburo	497 Samuel Ldesel
363 Mariano Hagileisou	408 Naomi Ngirakamerang	453 Raynold Mechol	498 Sanchez P. Moses
364 Maribelle Britanico	409 Nazaria Tutii	454 Raynold Skilang	499 Sandra S. Pierantozzi
365 Marisol V. Imperial	410 Neil M. Ringang	455 Realynn L. Tucheliaur	500 Sanford T. Smau
366 Marjorie K. Mad	411 Newton Anastacio	456 Rebecca Hasinto	501 Scarlet Nambert
367 Marlyne Ngiraidong	412 Ngelehel Miko	457 Rebecca Ngiruos	502 Scott F. Weers
368 Marphina R. Ngitong	413 Ngerikl Baules	458 Rebecca Ngirngebedangel	503 Scott Delkuu
369 Martha Beketaut	414 Ngeyus Ngirachelsau	459 Regis Akitaya	504 Scotty Rechucher
370 Marvin Wasisang	415 Ngkeruker H. Yaoch	460 Reilly M. Hideos	505 Secilil Eldebechel
371 Mary Basiou	416 Nglodch Luii	461 Renay Robert	506 Shaina Mimong
372 Mary Eungel	417 Nicholas Aquino Jr.	462 Renguul Masaharu	507 Shannon Madris
373 Mary Arius	418 Nihla Reddin	463 Reuben K. Ngirakesau	508 Shari Nicholas
374 Marygold Yobech	419 Niva A. Siles	464 Rhine Remoket	509 Sheila J. Pedro
375 Matsuda Ngiraikelau	420 O'Brien Cleofas	465 Ricky Rubario	510 Sheilla Haruo
376 Maureen Kuroda	421 Olivia Orak	466 Rikel Kual	511 Shelley Kailang
377 Maureen Masao	422 Omar Faustino	467 Rilla Ngirmidol	512 Sherene K. Adolf
378 Maximo Marcello	423 Orrukem O. Demk	468 Rita Kuchad	513 Sherilynn Madraisau
379 Mayer L. Julius	424 Oscar Hainrick	469 Ritter Udui	514 Sherman Inawo
380 Mayleen T. Ngiriou	425 Oshiro Lorin	470 Rochelle R. Thomas	515 Sherry Olikong
381 Maylene D. Gorong	426 Palmer D. Swei	471 Roger Mukai	516 Sherry Sisor
382 Meikok Chin	427 Pansy Tatingal	472 Romeo G. Reddin	517 Sherwin Yamanguchi
383 Melanie Ringang	428 Pasqual Ongos	473 Romson Remoket	518 Shirley M. Kembo
384 Melanie Charles	429 Patricia A. Franz	474 Ronald Kumangai	519 Shirley Ngiramolau
385 Melisha J. Moses	430 Paul Dakubong	475 Ronnie S. Pedro	520 Shirley Tirso
386 Melingerii Ignacio	431 Pearl L. Sengebau	476 Rosa L. Florendo	521 Silverius Tellei
387 Melvin Ubedei	432 Peggy T. Hanser	477 Rosalita L. Tadao	522 Sinton Soalablai
388 Meo Tomei	433 Perry Hideos	478 Rose Mary Skebong	523 Skaruno April

524 Skulie Eldebechel  
525 Sngbard Delong  
526 Sophie T. Gibson  
527 Stacy Akitaya  
528 Stanford Blaluk  
529 Stanley N. Santos  
530 Stelinda Gabriel  
531 Stephanie O. Adelbai  
532 Stephly M. Gabriel  
533 Sterlina Gabriel  
534 Stice Rdechor  
535 Susan Malsol  
536 Sylvia Osarch  
537 Syringa Gulibert  
538 Tecaquita Tabelual  
539 Temdik Ngireblekuu  
540 Theofina Sandei  
541 Theophilus Ngiraklei  
542 Theresa Ililau  
543 Theresita C. Aderiano  
544 Thomas Ngirailild  
545 Thomas M. You  
546 Thorne N. Siksei  
547 Tiffany Joseph  
548 Tilei M. Beluong  
549 Tino Faatuuala  
550 Tirisa Tirso  
551 Tmekei Ellis  
552 Tommy Riumd  
553 Trebkul Tellei  
554 Tricia Wong  
555 Trina Renguul  
556 Tsungiko Renguul  
557 Ucheriang U. Aderkeroi  
558 Uelbil P. Michael  
559 Ulai T. Ikesiil  
560 Uodelchad Ngiriou  
561 Valeria Ngirameketii  
562 Vania Ringang  
563 Veloria V. Riungel  
564 Vernie S. Ngiraked  
565 Vernon Basilius  
566 Victor E. Remengsau  
567 Victor R. Masahiro  
568 Victoria J Alfonso

569 Vierra J. Toribiong  
570 Villiany Thomas  
571 Viola Stephanus  
572 Viola A. Ngirngetrang  
573 Virginia Tkel  
574 Virginia N. Teriong  
575 Vivian Shmull  
576 Vivian Sasao  
577 Vivianlei F. Ngirngetrang  
578 Wendy N. Arurang  
579 Wesley Florencio  
580 Wigson Yasuo  
581 Wilhelm B. Rechelluul  
582 Wilhelm Ngiralbong  
583 Wilhelm Ngirakelau  
584 Willa Wong  
585 Williander Ngotel  
586 Willingheart C. Subediang  
587 Willy Ngirakelau  
588 Wilma Paulino  
589 Wilson Ongos  
590 Wiseman Kumaichi  
591 Yokchi Chin  
592 Yokichi Mori  
593 Yuriko Bechesrrak  
594 Yutaka Gibbons, Jr.  
595 Yvonne S. Ruloked  
596 Zenaida R. Orak  
597 Zeralda L. Smau  
598 Zilah Oiterong  
599 Zonalyn Jonathan

**Bank of Guam**  
**Total Contributors: 6**  
**Total Amount: \$260.00**

600 Juliet Skebong  
601 Margarete Dou  
602 Pearly L. Albert  
603 Sandra Ngirngesang  
604 Terra Temong  
605 Veronica Simeon

**Civil Service Pension Plan**  
**Total Contributors: 1**  
**Total Amount: \$130.00**

606 Alice Tabelual

**Palau Pacific Resort (PPR)**  
**Total Contributors: 22**  
**Total Amount: \$2,115.00**

607 Alex M. Suzuki  
608 Amelia Olebuu  
609 Alraw Yoruw  
610 Dustin Senior  
611 Elbetei Erechar  
612 Elouise Imeong  
613 Eric Matul  
614 Flavin Imeong  
615 Gerino Haruo  
616 Grayton Mad  
617 Ismael Leon  
618 Jeffrey Alfonso  
619 Julia Haruo  
620 Kato Katosang  
621 Larson Sasao  
622 Leonore Max  
623 Likiaklik O. Thomson  
624 Lloyd Martin  
625 Marcus Rdechor  
626 Pasquana Renguul  
627 Temmy Mitaro  
628 Xanadu Matul

**Workforce Innovation & Opportunity Act**  
**Total Contributors: 5**  
**Total Amount: \$280.80**

629 Alex Spis  
630 Josephine Ulengchong  
631 Kei'Ili Mikel  
632 Noella Karmelong  
633 Sharon Bultedaob  
**Palau Parents Empowered**  
**Total Contributors: 2**  
**Total Amount: \$72.00**  
634 Francesca O. Morei  
635 Maryjane Laamar

**Social Security Adm.**  
**Total Contributors: 7**  
**Total Amount: \$573.00**

636 Ashley R. Umetaro  
637 Dilkui Marino  
638 Jeany Spis  
639 Kumiko Kurihara  
640 Reagille Takataro  
641 Moira Azuma  
642 Ulai Teltull

**Palau Housing Authority**  
**Total Contributors: 4**  
**Total Amount: \$160.00**

643 Arbedul R. Koshiba  
644 Frida H. Delmau  
645 Grace Kishigawa  
646 Josephine Francisco

**Palau Shipping Company**  
**Total Contributors: 3**  
**Total Amount: \$465.00**

647 Reginia Olikong  
648 Shawn Esebei  
649 William Keldermans

**Surangel & Sons Co.**  
**Total Contributors: 6**  
**Total Amount: \$364.00**

650 Tyler Rengulbai  
651 Joey Mad  
652 Joyce Ikeda  
653 Peter Andres  
654 Diolyn Ulang Temol  
655 Jayvan Tarkong

**Palau International Coral Reef Center**  
**Total Contributors: 2**  
**Total Amount: \$104.00**

656 Yimnang Golbuu  
657 Ilebrang Olkeriil

**Palau Conservation Society**  
**Total Contributors: 2**  
**Total Amount: \$156.00**

658 Lolita Gibbons  
659 Yalap Yalap



**Koror State Government**  
**Total Contributors: 20**  
**Total Amount: \$1,079.68**

660 Andrea Saburo  
 661 Bethwel Emul  
 662 David Timarong  
 663 Estaphan Kintaro  
 664 Geoffrey Techur  
 665 Gershwin Rengiil  
 666 Hartman Kumaichi  
 667 Isaias Oiterong  
 668 Kate Jonas  
 669 Lucio Remoket  
 670 Michener M. Besebes  
 671 Mouais Kang-Ichi  
 672 Natsko Ngirou  
 673 Pasquana Blesam  
 674 Perkins A. Kikuo  
 675 Reagan Augustine  
 676 Stargell Mamis  
 677 Steven Skilang  
 678 Vera Kanai  
 679 Hartman Kumaichi

**Palau National**  
**Communications Corp.**  
**Total Contributors: 17**  
**Total Amount: \$686.00**

680 Blanche Salii  
 681 Carlo Otobed  
 682 Dinah Lee Thomas  
 683 Gailliard Rimirch  
 684 Gloria Kyota  
 685 Hiram Rechedek  
 686 Jesse Alfonso  
 687 Juslee Maui  
 688 Kahili Remeliik  
 689 Kraskes Yakuchil  
 690 Laurinda Meyar  
 691 Leoben Teriong  
 692 Marcil Chiokai  
 693 Prozer Ngiralmu  
 694 Ringo Ultirakl  
 695 Rolando Mission  
 696 Susan Leong

**Palau Public Utility Corp.**  
**Total Contributors: 24**  
**Total Amount: \$663.50**

697 Albany Alfonso  
 698 Albert Philip  
 699 Augustine Sugar  
 700 Christez Ongrung  
 701 Christopher Ongrung  
 702 David Dengokl  
 703 Della Mobel  
 704 De Lugo Forencio  
 705 George Osilek  
 706 Grant Ngirengchui  
 707 Gregorio Ngiraiwet  
 708 Hasinta Idechong  
 709 Jesse Edward  
 710 Kennedy Kotaro  
 711 Najwa Sadang  
 712 Norman Ngiraklang  
 713 Perry Hosei  
 714 Quinton Shiro  
 715 Rudy Rubario  
 716 Shino Yumi Emesiochel  
 717 Sidney Sakuma  
 718 Vallynn Ngiralmu  
 719 Wilter Remasech  
 720 Winfred Sabino

**Palau Community College**  
**Total Contributors: 151**  
**Total Amount: \$12,010.59**

721 Akiko S. Udui  
 722 Akilina Maeche  
 723 Albino Esoailug  
 724 Alex M. Gachalian  
 725 Alice L. Faletam  
 726 Allins Nobuo  
 727 Amanda N. Ebas  
 728 Angelio Anthonio  
 729 Ann Sabra Ngirarorou  
 730 Aurora G. Del Rosario  
 731 Ayshia Udui  
 732 Bellarmino Fagolur  
 733 Bruce S. Rimirch  
 734 Casper Mearse  
 735 Cecil Meteolechol  
 736 Cecilia Olikong  
 737 Clara Maile Andreas  
 738 Clarice D. Kloulchad  
 739 Clement Kazuma  
 740 Connie Madrangchar  
 741 Courtney T. Joshua  
 742 Dahlia M. Katosang  
 743 Dalton Rebechall Thomas  
 744 Danielle Dachelbai  
 745 David Fry  
 746 David Salapwa  
 747 Dawckins Dingelius  
 748 Debbie O. Ngiraibai  
 749 Debra Ngiraingas  
 750 Deidre Yamanguchi  
 751 Deikola Olikong  
 752 Demy F. Emesiochel  
 753 Denae Johnny  
 754 Dickxon W. Noel  
 755 Dilubech Samil  
 756 E-Van Ongrung  
 757 Elicita N. Morei  
 758 Ephraim Ngirachitei  
 759 Evangeline R. Andrew  
 760 Ezra Takeo

761 Felix Sengebau  
 762 Flora M. Wasisang  
 763 Frutoso Tellei  
 764 Galindez Kiep  
 765 Gamberlynn S. Ngirmeriil  
 766 Gaylord Rdechord  
 767 Gibson S. Towai  
 768 Glendalynn N. Ngirmeriil  
 769 Grace Alexander  
 770 Grace S. Salvador  
 771 Grace Yalap  
 772 Harline Haruo  
 773 Helen Imanuel  
 774 Hilda N. Reklai  
 775 Hosea Sumang  
 776 Howard M. Charles  
 777 Hugler D. Imetengel  
 778 Hulda Lukas  
 779 Husto Ulengchong  
 780 Isumechraad K. Ngirairikl  
 781 Itwong Ngiraikelau  
 782 J. Norman S. Sato  
 783 Jade S. Kloulchad  
 784 Janyssa T. Ford  
 785 Jay G. Olegeriil  
 786 Jay Hasugulimal  
 787 Jerry O. Taroy  
 788 Joanne M. Sengebau  
 789 Joanny Kesolei  
 790 Joel G. Yabes  
 791 John J. Tasurmwai  
 792 Johvanna B. Yaoch  
 793 Jolene M. Joseph  
 794 Kazue Melpy  
 795 Keiden Kintol  
 796 Keith Ignacio  
 797 Kesina K. Tadao  
 798 Kristy Olkeriil  
 799 Kuye U. Belelai  
 800 Lakolani D. Olingellel  
 801 Larry Wakakoro  
 802 Leilanie Rechelluul  
 803 Leona Tkel

804 Leonard Ngiramengior	847 Samantha T. Bells
805 Leory Fritz	848 Santini Thomas
806 Lesley B. Adachi	849 Sebastian Ngiratrang
807 Ligaya T. Sara	850 Sesario Sewralur
808 Lohman S. Melayong	851 Shelley R. Ueki
809 Lourdes Reksid	852 Sherman Daniel
810 Loyola B. Darius	853 Sheryl P. Bedana
811 Luana Kibei	854 Siliang Michael
812 Lyndon Masami	855 Sonia M. Elab
813 Margeline V. Buban	856 Tanya Ngirkuteling
814 Maria L. Teruzi	857 Tarmau T. Ngirmang
815 Marianne Temaungil	858 Tchuzie Tadao
816 Marlyne Olkeriil	859 Tennyson Cason
817 Marvin Yarofaisug	860 Teongel Ngirkelau
818 Mary M. Banphis	861 Tessmarie U. Kodep
819 Maureen S. Renguul	862 Thomas Borja
820 Maurine Alexander	863 Thomas Taro
821 Merii Ngirakesau	864 Umang Kesolei
822 Miano Sowraenpiy	865 Uroi N. Salii
823 Midori Mersai	866 Vernice Yuzi
824 Miguel A. Delos Santos	867 Volette S. Polloi
825 Nena H. George	868 Wiles Tmecherur
826 N Todd Ngiramengior	869 William O. Wally
827 Nobby H. Enano	870 Winfred Recheiungel
828 O'Hara Skebong	871 Yechur Emesiochel
829 Oliver U. Teblak	
830 Omdasu T. Ueki	
831 Patrick U. Tellei	
832 Pua-Lavita Tadao	
833 Pauline Jerry	
834 Pioria W. Asito	
835 Raven S. Kloulubak	
836 Reiko Kawamura	
837 Renetta D. Meyar	
838 Reva T. Ilemelong	
839 Richard Saburo	
840 Robert Ramarui	
841 Rodney T. Kazuma	
842 Rogelio D. Vergara	
843 Rogelio G. Santos	
844 Salvador Tawelmai	
845 Samantha Fanapin	
846 Samantha L. Rechelluul	

*Palau Community  
College thanks all  
Bi-weekly  
Contributors  
to the college  
endowment fund  
to support its  
programs and  
services.*



Bi-weekly contributor John Takisang with Dean Robert Ramarui, Dean Sherman Daniel, and Director Tadao



Carlo Otobed receiving raffle drawing prize



Beatrix Remoket winner of Microwave appliance



Lorraine Tellei receiving her prize at the End of the Year activity

# **RECIPIENTS OF FALL 2016 - SPRING 2017 PCC-BASED SCHOLARSHIPS**

## *Terry Ngirmang Nursing Scholarship*



Ms. Viola Francis

## *Terry Ngirmang Nursing Scholarship*



Ms. Ki-Shea Ngesmaos Liep

## *Pierantozzi Scholarship*



Mr. Regner Techitong



Mr. Sean Ochit Sakurai

## *David W. Shipper Memorial Scholarship*



Ms. Zoe Kintaro

## *Moylan's Insurance Scholarship*



Ms. Mary Catherine Wiley



Ms. Dee Ann Hashinto

## *Faculty Senate Association Scholarship*



FSA members presenting scholarship awards

Ms. Mary Catherine Wiley  
Mr. Howard Rekewis Charles, Jr.

## **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 2013, 2014, 2015 Program Review completed
- Replacing the old floor tiles completed
- Conduct Annual Convocation
- Renewed Moylan's NetCare Life Insurance
- Renewed PCC property insurance Policy
- Twenty (20) New Hires
- Two (2) Retirees
- Ten (10) Resigned
- Sixty Two (62) Contract Renewals
- 147 Annual Performance Evaluation

## 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

### 2017 FINANCE DIVISION STATISTICS

**No. of Purchase Orders = 3,169**

**No. of Internal Work Orders = 137**

**No. of External Work Orders = 76**

### 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. In addition, it welcomes Federal Work Study students and Upward Bound senior students to enhance their school experience by working as office aids allowing them to engage in the day to day work environment of the Finance Department.

### Professional Development

Association of Pacific Island Public Auditors Training  
 Pacific Annual Financial Aid Association (PacFAA) Conference  
 SDSU Masters Cohort Program

### Annual Highlights

The institution's external audit concluded in May 2017 for Fiscal Year 2016 and ended with an unmodified audit report that was conducted by our external auditor Burger, Comer, Magliari CPA. Last year our contract with Burger, Comer, Magliari CPA ended. The institution announced and put out a RFP seeking an external audit firm for the next three years and would like to congratulate again Burger, Comer, Magliari CPA for receiving the bid.

Last year, our accountant Ms. Ngiraibai attended the Association of Pacific Island Public Auditors Training (APIPA) in Majuro, Republic of the Marshall Islands. Each year the APIPA conference rotates between the Pacific Islands and will be hosting 2018's APIPA Conference.

As we continue to better our services, we also strive to develop the staff of the Finance Department. Our Purchasing Account Technician Ms. Kesina K. Tadao graduated in May 2016 with her Associate of Science degree in Business, and is currently enrolled in San Diego State Cohort to continue her education. Ms. Tadao is joined by our accountant supervisor Ms. Debbie O. Ngiraibai, Account Receivable Accountant Technician Ms. Demy Emesiochl and Account Purchasing Accountant Technician Ms. Kristy Olkeriil in the bachelor's program. The Finance Division Student Account Supervisor Ms. Tessmarie U. Kodep in Spring 2017, graduated with her Master degree in Education with concentration in Public Administration & Human Resources.



## 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

#### January 2017

Installed, configured and connected new faculty laptop computers to local area network and the internet. Desktop computers were also installed, however were delayed due to HDMI to VGA cable delayed shipment.

#### February 2017

Installed Pitchtree accounting software at computer lab in Room 62.

PNCC technicians assisted PCC IT in testing DSL line and LAN, (they recommended to increase DLS bandwidth, and expand PNCC hotspot to PCC Board room and assembly hall).

#### March, 2017

Troubleshoot, repair, and service student Life computers.

Assisted Finance for G5.gov connection by rerouting them to different DSL line with less internet traffic.

Assist CE training instructor to install GIS software programs at MAP computer lab.

Temporary Expand PccWifi and studentwifi to computer lab (Room 60) for student activities for improved delivery of service.

#### April, 2017

Assisted Student Services for G5.gov connection by rerouting his connection to different DSL line with less internet traffic. Work with PNCC technicians to increase and test admin DSL line for President's video/ Teleconferencing. Work with PNCC technicians to increase and test both Distance learning and students DLS lines for student programs.

Expand wireless network (pccwifi and student wifi) to MAP and CRE areas, and eliminate an old pccan wifi access network.

#### May, 2017

Library Server primary storage Repartitioned to improve space capacity.

Create another wifi hotspot called "other" with separate Vlan and DHCP for special guest and other special events.

Reroute all network layer 3 and layer 2 switches, and wifi access point hub to use satellite dish for internet connections for continues firmware update.

Upgrade online Distance learning network firewall and subscribe for the next 3 three years subscription.

#### September, 2017

Install and updated wifi controller software on Linux server and Upgrade all it's wireless access point hub to latest version.

### Challenges that college faces in Term of Technology is:

- Replace network firewall for both main DSL line and Distane leaning DSL line with newer network firewall as their current network firewall are old and about to expire their subscription by early 2017.
- Expand network connections with both pccwifi and studentwifi to MAP and CRE office buildings.
- Search for domain service to host college domain name.
- New software for Student Information System is being searched for to replace the currently used software. The currently used software does not meet all the college needs and provides reporting needed on student information.
- Update college website to include campus video and school events calendar.

**Physical Plant**

The Vice President of Administration has worked closely with his 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 repaired and maintenance of aging Dormitory A and Garbage storage
- Installed campus walkway lights
- Renovated nursing classroom

**Professional Development Training**

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



Finance, Computer Services, Human Resource, and Physical Plant staff during 2017 Convocation



## **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 2016 – Satisfaction survey conducted on September 16, 2016
- Fall 2016 – Satisfaction survey on December 06, 2016
- Spring 2017 - Satisfaction Survey conducted on February 06, 2017
- Spring 2017 - Satisfaction Survey conducted on May 26, 2017

### **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:

- CHARTER DAY - 300 servings of finger food
- CHRISTMAS LUNCHEON - 500 servings set menu
- CHRISTMAS LUNCHEON (Dorm Residence) - 110 servings set menu
- END OF SEMESTER ACTIVITY (Dorm Residence) - 300 servings set menu
- ENDOWMENT, END OF THE YEAR GET TOGETHER – 600 servings finger food
- FEMALE RETREAT – 39 servings of set menu
- GRADUATION DAY – 500 servings of sandwiches & bottled water
- MALE RETREAT – 80 servings of set menu
- NEW STUDENT ORIENTATION (*FY\_2016-2017*) – 260 servings of pre-packed meals & snacks
- PCC MESEKIU BASKETBALL & BASEBALL GAMES – 990 servings of sandwiches & sweet drinks
- TUESDAY NIGHT PROGRAM – 360 servings of finger foods
- UPWARD BOUND PROGRAM – 220 servings of finger foods & set menu
- VOCATIONAL/ TECHNICAL EDUCATIONAL WEEK – 600 servings of sandwiches and bottled water

**Various activities supported through inter departmental work orders.**

***Number of Servings: 11,737***

***Number of Inter-work orders performed: 108***

Academic Affairs – *various pre-pack meals/snacks/sandwich & chips*  
 Accreditation Office – *various snacks/ pre-packed meals*  
 Admissions & Financial Aid – *various snacks/pre-pack meals*  
 ASPCC – *various pre-packed meals/ snacks*  
 Board of Trustees – *pre-packed meals*  
 Continuing Education – *snacks*  
 CRE (Cooperative Research & Extension) – *various pre-packed meals/ snacks*  
 Development Office – *various pre-packed meals/ snacks*  
 Dormitory – *various pre-packed meals/ snacks*  
 Graduation Committee – *snacks*  
 Maintenance – *snacks*  
 MAP – *pre-packed meals*  
 President's Office – *various pre-packed meals/set menu/snacks*  
 Recreation – *set menu/sandwiches for players*  
 Student Life - *various pre-packed meals/snacks*  
 Student Service – *various pre-packed meals/ snacks*  
 LRC – *snacks*  
 Talent Search Program – *snacks*  
 Upward Bound Program – *various snacks/set menu*

**Various community activities supported through outside work orders.**

***Number of Servings: 4,300***

Mechesil Belau Conference: 1,000px of set menu  
 BEEA Workshop: 200px of pre-packed meals  
 MOE /MOH Workshop: 500px of snacks and drinks

## **PROFESSIONAL DEVELOPMENT**

- All PCC Cafeteria staff attended the Convocation Program on August 19, 2016
- Institutional Effectiveness Training (August 3 – 4, 2017): Danielle Dachelbai
- 30<sup>th</sup> Pacific Educational Conference (July 17 – 21, 2017): Ezra Takeo & Danielle Dachelbai

## PALAU COMMUNITY COLLEGE SCHOOL YEAR 2016 - 2017

### ASPCC OFFICERS

<b>President:</b>	Julianne Brechtefeld
<b>President - elect:</b>	Zacateca I. Adelbai
<b>Secretary:</b>	Arantxa O. Andres
<b>Treasurer:</b>	Komtil S. Masayos

### NATIONAL/STATE LEADERS (SENATORS)

<b>Chuuk</b>	<b>(CSO President):</b>	Bernie Soichy
<b>Kosrae</b>	<b>(KSO President):</b>	Bryan Q. Esau
<b>Pohnpei</b>	<b>(PSO President):</b>	Roger Salle
<b>Yap</b>	<b>(YSO President):</b>	Vanessa Yarofral
<b>Marshalls</b>	<b>(RMI President):</b>	Junior Lang
<b>Palau</b>	<b>(PSO President):</b>	Tewid Rebluud

### CLASS REPRESENTATIVES (SENATORS)

<b>Freshmen Representatives:</b>	Elangel Y. Mesubed Tricia U. Pedro
<b>Sophomore Representatives:</b>	Cherelle Williams Harrencia E. Blesam



## 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 15 classified staff that provides 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, Dahlia Katosang, conducted financial aid workshop for financial aid staff regarding the new federal update which includes new changes for 2017-2018 Free Application for Federal Student Aid (FAFSA). The workshop also reviewed updates on federal regulations that impact our students and overall 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 2017 to report the expenditures for the 2016-2017 and request funding for the award year 2017-2018. 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 payrolls were collected, processed and forwarded to the business office to prepare paychecks for work study students on a bi-weekly basis.

In October 2016, 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 were distributed to interested students and they were assisted in completing the forms.

In April 2017, Financial Aid materials were sent to all the high school principals and counselors, throughout Micronesian region, for their information and use.

In April 2017, Director and staff conducted the annual **Financial Aid Orientation 3** sessions for **Continuing Students**. A total of twelve (12) sessions were completed and during each session, federal updates were discussed with students and assistance were provided in completing 2017-2018 financial aid forms and filing the Free Application for Federal Student Aid (FAFSA) electronically.

From Summer 2016 through Spring 2017, Director and staff conducted a total of 23 **Financial Aid Orientation 2** sessions for financial aid recipients. 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 2016 to Spring 2017, 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 Fall 2016, Admissions was transferred/merged with Registrar and Records Office. The former Admissions & Financial Aid office is now Office of Financial Aid.

For Fall 2016, a total of 241 admission applications received from prospective students within Palau and throughout Micronesian region. 204 of these applications were accepted and 129 students actually enrolled.

During the Award Year 2016-2017, a total of 1,200 financial aid applications were received. Out of 1,200 applications received, 917 financial aid awards (Federal and Non-Federal) were processed for both new and continuing students, in the amount of \$2,403,577.

**Student Life & Housing****New Students Orientation**

Fall 2016	58 students
Spring 2017	17 students
Summer 2017	7 students

**SS 100 – Introduction to College**

Fall 2016	95 students
Spring 2017	27 students
Summer 2017	20 students

**New Residents Orientation**

Fall 2016	21 students
Spring 2017	12 students
Summer 2017	2 students

**Study Skills Workshop**

Fall 2016	13 students
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**Student Housing Accommodation**

Fall 2016	105 students, 3 guests
Spring 2017	103 students
Summer 2017	54 students

**Tuesday Night Program**

Fall 2016	196 students
Spring 2017	207 students

<b>Female Retreat</b>	Fall 2016	35 students
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<b>Male Retreat</b>	Spring 2017	71 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, spring and summer semesters.

**PCC Intramural Games**

Intramural Mix Volleyball	Fall 2016	90 students
Belias Volleyball Tournament	Fall 2016	26 students
Intramural Table Tennis	Fall 2016	13 students
Intramural Basketball Tournament	Spring 2017	88 students
Amateur Basketball League	Fall 2016	18 students
Paddling Micro Cup	Fall 2016	30 students

College Recreation and Housing staffs 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 2016-2017 the Learning Resource Center (LRC) provided services including Instructions, Tutoring, Assisted Lab, Career/Transfer Counseling, PCC Placement Test and Institutional TOEFL as Follows:

Tutoring	198 students	Computer & Study Lab	2803 students
Institutional TOEFL	2 students	PCC Placement Tests	260 students
Career Counseling/Activities	172 students	Transfer Counseling/Activities	70 students

The Learning Resource Center administered the Asian American Native American and Pacific Islander-Serving Institution (AANAPISI) Program. 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. 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.

Twenty-two (22) full time students that graduated from PCC applied to four year universities. Twenty-one (21) enrolled into 4 year universities for Fall 2017 and 1 for Spring 2018 in pursuit of baccalaureate degrees. Monetary support for university applications and fees and travel scholarship was provided.

In the summer of 2017, LRC Math instructor, English Instructor, and Administrative Assistant chaperoned 14 PCC sophomores in a campus site visit to the University of Hawaii at Manoa. The participants were selected based on their intent to transfer after graduation and CGPA of 3.5 and above. This is part of the transfer counseling services to increase the number of PCC graduates transferring to pursue higher education.

A new BA degree cohort program with San Diego State University started in May 2017 with 29 students enrolled in the program.

Twenty- four (24) SDSU MA cohort students completed their Master of Art degrees with concentration in Post-Secondary Education Leadership and a Specialization in Public Administration and Human Resource Development. The students participated in the PCC 2017 Commencement Exercise.

Two PCC students participated in an exchange program with Sophia University from January to February 2017 coordinated with Japan Embassy in Palau.

**Staff Development**

Director of Financial Aid attended the Federal Student Aid (FSA) annual conference in December 2016 at Atlanta, Georgia. 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 12-14, 2017. 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 attended Guam Coalition Against Sexual Assault & Family Violence: February 22-23, 2017; March 28-29, 2017; and May 23-25, 2017.

Student Life Director, two Counselors, and an Administrative Assistant attended Pacific Educational Conference: July 18-20, 2017

LRC Math instructor and English Instructor participated in the 30<sup>th</sup> Pacific Educational Conference.

**Facilities and Equipment**

Admissions & Records office acquired color printer for enhanced services to students and customers. During the fiscal year, a number of repairs were done to the Student Housing and Recreation facilities to maintain a safe and conducive environment for students.

**Committee/Association Membership**

Dean of Student, Director of Financial Aid, and Director of Admissions 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 Admission & Records are members of the Retention Committee. Dean of Students serves as chairperson of the committee and 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 was the co-chair of the 2017 PEC Org. Committee.

Dean of Students and Director of Admissions are members of Institutional Set-Standard 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.

All Student Life Counselors are active members of the American Counselors Association (ACA).

Student Activity Supervisor is member of Belau Softball Association (BSA), Palau Major League (PML), and Palau National Baseball League (PNBL).

Two Counselors, Student Activity Supervisor and Dorm Manager were members of the 2017 Graduation Committee

One Dorm Manager and Student Activity Supervisor were members of the 2017 Charter Day Committee

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

All Student Services staff are active members of the College Classified Staff Organization (CSO).

LRC Math Instructor is a member of the 4 Year Science Degree Committee

Director of Admissions & Records is a member of Accreditation Steering Committee (ASC)

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 is a member of Special Education Advisory Council and Aimeliik Public Land Authority.

LRC administered the Placement Tests for Palau Supreme Court Applicants

LRC Administrative Assistant is a member of Head Start Program Policy Council

LRC is involved in the Collective Impact Project for Alcohol Use in Palau Youth

LRC Administrative Assistant is a member Special Education Advisory Council

### Assessment

<b>Retention Rate: First Time-Degree Seeking students including summer</b>	
Fall 2016 to Fall 2017	60%
Fall 2016 to Spring 2017	75%

<b>Retention Rate: First Time-Full Time including summer</b>	
Fall 2016 to Fall 2017	63%
Fall 2016 to Spring 2017	84%

### Enrollment Trend

	<b>2016</b>	<b>2017</b>
<b>Fall</b>	585	532
<b>Spring</b>	547	550
<b>Summer</b>	315	171

## Office of Admissions and Records Applicants Summary

COUNTRY/ STATE	Fall 16			Spring 17			Summer 17			Total # Applied	Total # Accepted	Total # Enrolled
	# Applied	# Accepted	# Enrolled	# Applied	# Accepted	# Enrolled	# Applied	# Accepted	# Enrolled			
China	6	6	0	0	0	0	0	0	0	6	6	0
Chuuk	12	8	5	0	0	0	0	0	0	12	8	5
Korea	5	5	0	0	0	0	0	0	0	5	5	0
Kosrae	3	3	2	0	0	0	0	0	0	3	3	2
Marshalls	4	3	3	0	0	0	0	0	0	4	3	3
Philippines	8	1	1	0	0	0	0	0	0	8	1	1
Pohnpei	12	11	11	0	0	0	0	0	0	12	11	11
Palau	147	130	84	0	0	0	0	0	0	147	130	84
Taiwan	1	0	0	0	0	0	0	0	0	1	0	0
Yap	13	12	10	0	0	0	0	0	0	13	12	10
U.S.	30	25	13	0	0	0	0	0	0	30	25	13
TOTAL	280	223	181							280	223	181

**Financial Aid Office  
Financial Aid Award Summary  
School Year 2016-2017**

Federal Programs							
Federal Pell Grant		Federal SEOG		Federal Work Study		Total (Unduplicated)	
Recipients	Award	Recipients	Award	Recipients	Award	Recipients	Award
574	\$2,215,414.00	131	\$26,000.00	159	\$112,809.00	864	\$2,354,223.00

Non-Federal Programs					
State Scholarships		Tuition Waiver		Overall Total (Unduplicated)	
Recipients	Award	Recipients	Award	Recipients	Award
11	\$10,975.00	42	\$38,379.00	53	\$49,354.00

Federal and Non-Federal Programs		
Federal Grants	Scholarships/ Waiver	Overall Total (Unduplicated)
Award	Award	Award
\$2,354,223.00	\$49,354.00	\$2,403,577.00

## 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 2016-2017, 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:** 60% 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, 37 of them were seniors with an expected high school graduation date in spring 2017. Out of the 37 seniors, 78% or 29 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, 36 of them who were seniors successfully graduated from high school. Whereas 72 of them who were in 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> grades are continuing their high school enrollment at the next grade level in school year 2017-2018. As a result, 97% 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	8
Emmaus Bethania High School	17
Mindszenty High School	13
Palau High School	69
Palau Mission Academy	4

Number of students in each grade level.

9 <sup>th</sup> Grade	10 <sup>th</sup> Grade	11 <sup>th</sup> Grade	12 <sup>th</sup> Grade
15	23	36	37



**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.

46 students who were admitted into UB program had an expected graduation date in 2017. 93% or 43 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 46 participants who had an expected graduation date in 2017, 76% or 35 of them enrolled in various colleges and universities in August 2017. Of the 35 students who enrolled in college in fall term, 86% or 30 enrolled at PCC whereas 14% or 5 enrolled at different colleges and universities outside of Palau.

**Postsecondary Enrollment**

**Objective 6:** 34 prior 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 37 prior participants who enrolled in a program of postsecondary education, immediately after graduation in fall 2011, 51% or 19 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.

**Evaluation/Assessments**

The program is evaluated using UB Annual Performance Report of U.S. Department of Education, external auditor yearly review, and a three-year program review required by Palau Community College.

## 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 (21) different programs (Table 1). 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. Other new program the college is working to develop and implement include Bachelors of Applied Science. The program implementation date for this potential program is set to begin in 2019. Before the proposed program become official program for the college, it needs approval from the College President, College Board of Trustees, and Accrediting Commission for Community and Junior Colleges (ACCJC) for the Western Association of Schools and Colleges (WASC), and the United States Department of Education Financial Aid Office (USDOEFAO).

### 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.



Dean of Academic Affairs welcoming students during Career & Technical Education Week



Faculty meeting with Dean of Academic Affairs

Palau Community College		2017 Annual Report
School	Programs	Degrees
School of Arts & Science	Agricultural Science (AG) Criminal Justice (CJ) Community and Public Health (CPH) Education (ED) Environmental/Marine Science (EMS) Liberal Arts (LA) Library & Information Services (LIS) Nursing (NU) Palauan Studies (PW) Science Technology Engineering & Mathematics (STEM)	AAS & AS AS AS AS AS AA AAS & AS AAS & AS AA AA
School of Business	Business Accounting (BA) Business Administration (BU) Information Technology (IT) Office Administration (OA) Tourism & Hospitality (TH)	AS AS AS AAS AAS & AS
School Of Technical Education	Air Conditioning & Refrigeration Technology (AC) Automotive Mechanics Technology (AM) Construction Technology (CT) Electrical Technology (ET) General Electronic Technology (GE) Small Engine and Outboard Marine Technology (SE)	AAS AAS AAS AAS AAS & AS 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.



## Program Highlights

### School of Arts & Sciences

#### **Agricultural Science (AG)**

Agricultural Science (AG) program is designed to equip students with employability skills and knowledge; or 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.

During the semesters, students learned about fundamental principles of agriculture, soil indentifications 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. To reinforce what students learned in the classroom, a practical applications are conducted during laboratory sessions at Ngermesakang on Tuesdays and Thursdays. These practical applications include crop and animal productions, crop protection, soil improvements, castrating piglets and boars, injections of vitamin supplements and antibiotics. Agriculture students also conducted field trips to local farms and Bureau of Agriculture to experience and learn local farming practices and other variety of local plants.



*AG students working on the farm at Ngermesakang, Ngeremlengui*

**Criminal Justice (CJ)**

This 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. To become police officers, customs agents, criminal investigators, etc., or to transfer to a 4-year program. In this reporting period, students learned about law enforcement, corrections and correctional administration, community relations, self-defense, understanding crime causation, method for treatment, change, control, and crime prevention, writing police report, purpose of criminal law and principles of criminal responsibility and defenses, legal aspects of evidence, and criminal investigations.

**Annual highlights and learning activities:****Guest Speakers:**

Police Sergeant Lebilau Sealt and Police Detective Anelize Emiliano from Narcotics Enforcement Agency (NEA) were invited to present about the purpose and functions of NEA, the desirable qualifications, skills, and training of the personnel in the agency. The presenters also talked about the definitions of controlled substance, offenses, and penalties of illegal drugs.

**Graduating Class of 2017**

Nine CJ program students graduated this year with their Associate of Science Degree in Criminal Justice. Majority of these students include members of the R.O.P Ministry of Justice cohort as well as the Judiciary cohort.





**Community and Public Health (CPH)**

The 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.

**Annual highlights and learning activities:**

During fall 2016 and spring 2017, students enrolled in the program learned about principles of Public Health theory and practices, health service management, principles of epidemiology and its relevance to identification, description, and measurement of the distribution of disease. Students also learned about food and nutrition, health promotion, environmental prevention and control of disease, and non-communicable disease (NCD). In addition, other topics regarding disaster management, emergency planning, health management, family health, and social health are also covered during the semesters.



Community & Public Health Program students

**Education (ED)**

This 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.

During fall 2016 and spring 2017, students in the program enrolled in these activities as part of the learning required under the program.

SS201 Human Growth and Development is geared toward introducing nursing students and education students to the specific periods of development in human beings from the time of conception until death. Presented and discussed were psychologist's theories, prenatal development, genetic and chromosomal disorders, and the unique characteristics of each age group. Students researched for essays and reports and presented and/or discussed their findings in class. Students were able to relate their studies to cultural and practical concerns within Palau and Micronesia.

ED202 Early Childhood Development/Education is specifically aimed at providing students with a comprehensive knowledge base for working with young children in order to make decisions based on a consideration of the child, the family, and the community when planning appropriate experiences for each individual. This was accomplished through lectures, discussions, in-class activities, and essay reports.



ED205 Teaching/Learning in the Elementary Classroom focused on fundamental teaching skills such as providing and maintaining an effective learning environment, planning instruction, assessing student learning, selecting appropriate strategies, and grouping children for effective and practical instruction. Students engaged in researching and writing essays and reports as well as class presentations and discussions of report findings. Students also developed a lesson plan incorporating all necessary elements for teaching a complete, practical, and successful lesson within the elementary classroom. In addition, the ED205 students successfully and collaboratively developed a TUP (Thematic Unit Plan) which was interdisciplinary in nature. Here students planned for, designed, built, problem-solved, and successfully built and flew a kite for their major activity.

ED280 Multicultural Education introduced students to major concepts, principles, theories, and practices in multicultural education as well as explain and comparing these concepts to Palauan and Micronesian cultural values of learning. Students discussed text issues, controversies, wrote several reflections based on multicultural videos. Along with researching and writing essay reports, students were encouraged to bring in and discuss contemporary multicultural issues within the context of the course.

Research reports, essays, and reflections along with lectures, activities, and discussions allowing much students engagement are proving to provide a firmer and more complete foundation for building students' theoretical and practical knowledge base than relying on just text reading and tests alone (although they play a role in overall assessment and for planning appropriate strategies). Students' enjoy and learn well through the use of many activities that are student-initiated and discussion and application of contemporary and traditional frameworks to a real-life view have proven to be conducive to higher-level thinking and problem solving.



ED students group project on classroom management



### Environmental/Marine Science (ES) and Science Department

This program provides technical knowledge, skills and proper work habits/attitudes necessary for employment in this field. It 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.

During fall 2016 and spring 2017, students enrolled in the program participated in these field trips as part of the learning required under the program. Activities help reinforce what students learned from the classroom.

- Belau National Museum: Understand the history of Palau's civilization, overview of Palau's Natural History, and identify uses of plants displayed around the grounds of BNM; compare and contrast the scientific explanation to the indigenous legend of island formation.
- PCC Campus Walk: Distinguish the various types of vegetations observed around PCC Campus; recognize, by their scientific names, some of the common plants and birds observed during the hike; describe the influence of humans and their activities on natural ecosystems and impacts of these changes to ecosystems.
- Taoch ra Bibiroi: Recognize, by their scientific names, common plants associated with mangrove forests in Palau, including true mangrove trees; Recognize, by their scientific names, common animals that inhabit the mangrove mud, water, and forest; Describe the impacts of human activities and natural events to mangroves ecosystems.
- Ngerikiil River & Ngardok Nature Reserve: Observe ecological, economical, and cultural significance of Ngerikiil Watershed and Ngardorech Nature Reserve; identify terrestrial flora and birds associated with wetlands of Palau; understand the impacts of human population, development, and climate change on these watersheds.
- Palau Aquarium, PICRC: Review the geological formation of the Palau Archipelago; Review the scientific names of mangroves and marine plants observed inside the aquaria; Diagram a typical reef profile in Palau and label the different zones on the reef; Identify by their scientific names, and classify into appropriate phyla and class, the various marine organisms displayed at the Palau Aquarium.
- Ngidech & Omodes: Observe and describe natural habitats of seagrass; Identify, by their scientific names, the various species of seagrass; describe the impacts of human activities and natural events to seagrass beds. Observe and describe natural habitats of algae; Identify, by their scientific names common marine algae; Describe the impacts of human activities and natural events to the habitats of algae.
- Ongeim L'Tketau\* and Ngchelobel: Describe how a simple ecosystem; Identify by their scientific names and classify to appropriate phyla and classes the different organisms that are common in the ecosystem; Recite the scientific names of plants along the hiking trail to the marine lake and at Ngechelobel; Describe the impacts of human activities to the marine lake and its inhabitants and also at Ngchelobel, a popular tourist destination.

On March 28 & 30, 2017 Ms. Dawnette U. Olsudong was a guest speaker for SC239. Ms. Dawnette is an alumnus of the EMS program and has been working as a Research Assistant for the past 8 years at the Palau International Coral Reef Center (PICRC). Her presentation focused on the different methods that are used by PICRC research department staff to assess marine environment and collect data on different marine organisms.

ES students on a field trips and dissecting of *bivalves* & *echinoderms*





**Liberal Arts (LA) Program & SS/Hum Department**

This 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.

During fall 2016 and spring 2017, students enrolled in the program participated in these field trips and activities as part of the learning required under the program. Activities help reinforce what students learned from the classroom.

SS 169 Intro to Archaeology & SS 189 Intro to Cultural Anthropology) students attended a Japanese student exchange program at the Palau Community College Cafeteria.

SS 169 Intro to Archeology & SS 189 Intro to Cultural Anthropology & HI 189 Palauan History had fieldtrip to Ulong and Ngermdiu to see the cultural and historical sites. It was a great experience for the students to observe and compare the differences of traditional sites and historical sties. This trip was collaboration with the Palauan Studies Program and Tourism Program.

SS 169 Intro to Archaeology had a fieldtrip to Bureau of Palau Historical and Preservaiton Office, Bai ra Irrai, Bai ra Ngerkeiai at Aimeliik, also went to Peleliu to visit the historical sites.

Tokai University Students visited Palau and invited students and Faculty to experience the learning environment in the ship and also showed case some of their traditional practices such as wearing kimono, making green tea, origami and etc.

**Guest Speakers:**

SS 169 (Intro to Archaeology) class had guest speaker Ms. Sunny Ngirmang, the Director of Bureau of Arts and culture. Director Ngirmang's presentation was about the archaeological discoveries and its important contribution to our society, also focused on Title 19 legislation that created the Bureau of Arts and Culture to preserve and protect the historical and cultural sites in Palau.

SS 189 (Intro to Cultural Anthropology) had a guest speaker from Japan University, Mr. June Baba and also Ms. Akari talked about Globalization and its effect in our society.

HI 169 (World Civilization II) also had a guest Speaker Dr. June Baba and Professor Allan Burns from Duke University talked about the Mayan Civilization

SS 229 Contemporary Social Problems class had 5 guest speakers Dr. Uchel Toribiong ( Topic on Health & Illness), Mr. Jewish Ngiraikelau talked about Sexual Orientation ( Homosexuality), Ms. Makka Oimei talked about battered women/domestic violence/Family Protection Act. Sergeant Rebecca Ngirngebdangel talked about crimes in Palau and Ms. Rusiang Kotaro and team talk about Tobacco Prevention Unit.

HI 189 Palauan History: Had to two Guest speakers, Ms. Bilung Gloria Sali and Ms. Julie Tellei. Ms. Sali talked about the women's role and Mechesil Belau and Ms. Tellei talked about the role of women and interest group in the democratic nation.



*Liberal Arts students during field trips*

**Library & Information Services (LS)**

This 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.

During fall 2016 and spring 2017, students enrolled in the program participated in these field trips as part of the learning required under the program. LS students visited Public Library and Belau National Museum to learn about the organization of the library, information services, customer service in libraries, technology media and information settings used in the library. Students also visited Belau National Museum where they learned about the Micronesia-Pacific Information Resources available at the museum, the preservation of museum materials, management of information, and the funding of the information resources.

In this reporting period students enrolled in the program learned about:

- Book repair and preservation of materials
- Funding sources and types of grants and other assistance for libraries
- Information resources found in Palauan libraries
- Library media technology
- Library services, terminology, and tasks of librarianship
- Management of libraries and information centers
- Materials selection, cataloging, and indexing
- Research methods and reference assistance

**Nursing (NU)**

This 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.

During fall 2016 and spring 2017, students enrolled in the program participated in field trips and activities as part of the learning required under the program. Such activities help reinforce what students learned in the classroom.

- NU 102 students participated in ATI (assessment technology institute) Nursing Education training/workshop provided by Jacque Dolberry a Nurse Consultant.
- NU 102/NU 103 students practiced their nursing skills such as IM/sub Q injections on adult/pediatric SIM in the campus lab.
- NU 103 students assisted public health nurses during their clinical orientation in Well-Baby clinic every Wednesday evening from 5 to 8 pm.
- NU 103 students participated in Healthy Mothers-Healthy Babies campaign in Ngara chamayong Cultural Center on November 13, 2016 from 10 am – 4 pm where they offered blood pressure check and blood sugar level check to all the mothers and fathers who participated in the campaign.
- NU 108/NU 201 students practiced their nursing skills such as IV and Foley insertion on adult/pediatric SIM man/baby manikins in the campus lab.
- NU 108 students assisted the nurses in BNH Medical Ward during their clinical orientation on every Wednesday afternoon from 3 to 6 pm.
- NU 201 students held a half-day health screening fair/clinic in PCC Assembly Hall for PCC staff/students and faculties. They assessed blood pressure, blood sugar level, and BMI on those who participated.
- Simulation case studies on various scenarios using SIM man/baby with NU 108 and NU 201 students.

**Guest Speakers:**

Elilai Ngirmang – One hour lecture on Legal aspect in Nursing  
 Jacque Dolberry, MS, RN from Montana (a nurse consultant from ATI)

**Trainings, workshops, and conferences attended by program instructor:**

Healthy Mothers/Healthy Babies campaign – sponsored by Shimbros  
 Use of ATI Nursing Education workshop/training by Jacque Dolberry  
 Monthly conference calls with other Nursing Program Chairs/Directors in the United State Affiliated Pacific Islands (USAPI).



*NU Students completing workshop and students participating in practicum*

**Palauan Studies (PW)**

This 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.

For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. These activities help reinforce what students learned from the classroom. Students enrolled in the courses learned through practice in Palauan conversation in order to understand basic vocabulary, simple sentence structure, and carry basic conversation. Students practice pronunciation and apply common phrases. Students also learned about concepts of genealogy to help students understand kinship and status with families, clans, and villages. They also learned various Palauan Literature – *cheldecheduch*, *chelitakl*, and *ngloik* and were able to perform in class.

**Guest Speakers:**

Ms. Sunny Ochob Ngirmang, current Director of Bureau of Arts and Culture of the Ministry of Community and Cultural Affairs shared her knowledge and expertise in doing fieldwork. With her wide-range experience in the field – she was an appropriate speaker to give the students background information about doing fieldwork as well as doing documentation. Besides her experiences, Ms. Ngirmang taught this course EN 219 as an adjunct faculty at PCC.



Ms. Julie Tellei who is one of the founders of Palau Resource Institute (PRI) along with Mrs. Faustina Rehuher Marugg, a Minister of State and former Minister of Community and Cultural Affairs were also guest speakers for Palauan Studies. They are both very much involved with the taro research and restoration project with various women organization throughout Palau.



Minister Marugg and Julie Tellei during their presentation



PW students during their field trip

### 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.

For this reporting period, students enrolled in the program learned about concepts of physics and chemistry, conduct experiments and testing using the modern technological devices and laboratory techniques, develop various files and database, learn different areas of mathematics and how they interrelate; facilitate the importance of mathematics in a scientifically oriented society; develop classical theorem-proven skills; and apply mathematical reasoning to construct proofs, and solve problems using variety of techniques, including algebraic, numerical and spatial reasoning through visualization, and read, write, translate, and articulate math related materials.

With the establishment of STEP-UP Laboratory at PCC campus, students enrolled under STEM program has the opportunity to use the lab to conduct experiments with their instructors. The lab is fully equipped with modern laboratory equipments students can learn to use and be able to conduct their experiments. Students under the program are also provided with the opportunity to work with PICRC researchers and assist with lab experimentation and recordings of data for the specimen analysis.



STEM students during experimentation

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

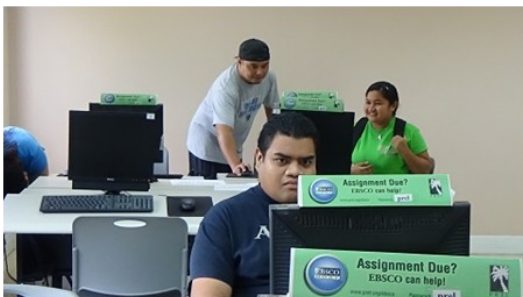
Business Accounting program is designed to provide students with knowledge, skills, and proper work habits/attitudes necessary for entry-level accounting jobs. It also provides an opportunity for students with interest in further training in the accounting profession to transfer to a four year college/university. 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. During this reporting period, students enrolled in BA and BU programs participated in these learning activities as part of the learning required under the program. Learning activities students enrolled under BA and BU programs consists of application of business law in private and public sectors, business management from planning to creation and operation, creation of business plan, principles of accounting cycle and practices and its control system, principles of macroeconomics and microeconomics in relation to Palau's economy, and the uses of applied business mathematics in business. In addition, students enrolled under both programs learned about issues and problems associated with today's global economy, new marketing techniques, accounting and financial management issues and problems. Students also had the opportunity to participate in the Annual Economic Symposium that held every year. This symposium also exposed students to economic issues and problems that Republic of Palau experienced and also for them to learn about economic developments happening in Palau and the Pacific.

**Information Technology (IT)**

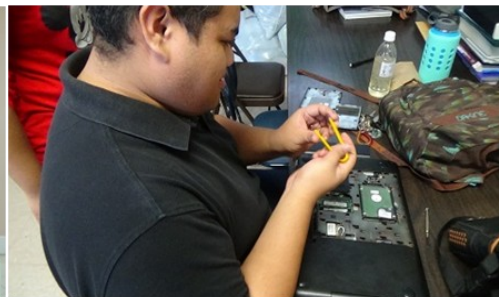
This program is designed for individuals interested in professional careers in the information technology field. The program provides basic knowledge and skills needed for employment or for the pursuit of a higher education in the field of information technology.

During this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. Activities help reinforce what students learned from the classroom.

Students in the IT220: Troubleshooting Microcomputer Systems course participated in various troubleshooting activities on campus. The students assisted in troubleshooting various computers and computer accessories such as replacing computer hard drives, scanning and cleaning various USB devices, and recovering files from unresponsive hard drives. The students were also able to utilize various open source troubleshooting utilities to perform various troubleshooting activities such as fixing Window's Registry issues that can slow down a computer.



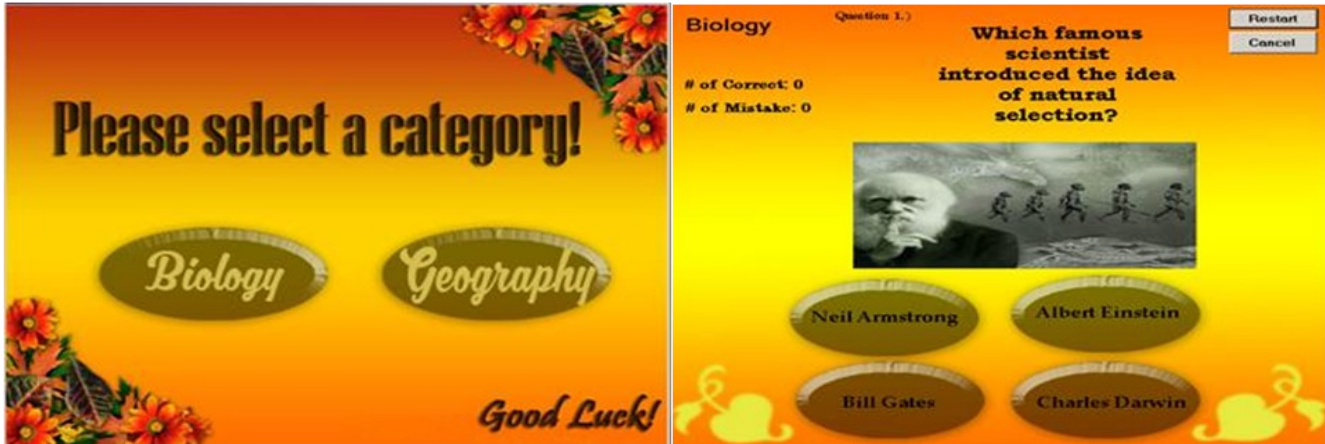
*Scanning computers*



*Replacing laptop hard drive*



Students in the IT205: Visual Basic Programming II course were able to develop computer programs in Visual Basic. For their midterm project, the students created a quiz type game in Visual Basic. For their final project, the students redid their midterm project to incorporate more efficient and effective structures and programming techniques to improve their program.



IT students creating computer quiz game

As their final project, the students in the IT215: Web Management and Design course were divided into two groups to create two separate websites, one that is entirely about Palau and another for world music. The students were able to apply the concepts that they learned in the course to develop fully functional websites using a popular content management system called WordPress.

### Staff Development

Instructor attended the meeting sponsored by the United Nations Economic and Social Commission for Asia and the Pacific (ESCAP). Even though she attended this meeting representing the Republic of Palau and as a board member for the Belau Submarine Cable Corporation, information that was shared with regards to telecommunications and network infrastructure in the Asian and the Pacific region are very much relevant to IT area of teaching especially in the networking course. She also attended the conference sponsored by the Submarine Networks World 2016 as a board member for the Belau Submarine Cable Corporation; information that was shared with regards to the global fiber optic infrastructure, telecommunications, and networks were very much relevant to IT area of teaching especially in the networking course.



Asia-Pacific Information Superhighway Meeting



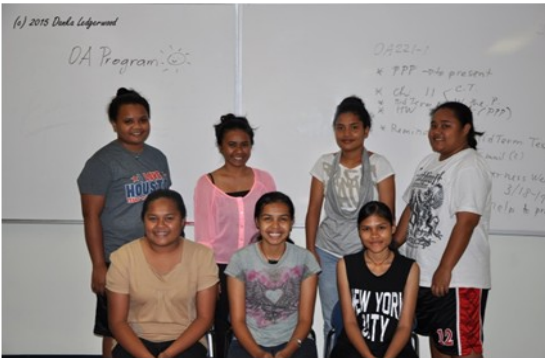
Submarine Network World 2016 Conference

**Office Administration (OA)**

This 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.

During fall 2016 and spring 2017, students enrolled in the program participated in these learning activities as part of the learning required under the program. Such activities include indexing, filing, record management, and document processing (letters, memos, applications, resumes). Students also learned about office procedures in areas of administrative duties, communication, record management, and data processing. In addition, students learned about proper work ethics, attitudes and behaviors, and quality performance in work place.

OA students visited The Taj Restaurant and Payless Market and interview few employees including managers. Project question, “Why Managers need to know Employees Motivation”. With this project, students were able to get insights from employees and managers about team work, different motivation approaches and incentives, motivation theories, and accountability from employees and managers.



OA students in preparation for project



Special event evaluation station

**Tourism & Hospitality (TH)**

This 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.

For this reporting period, students enrolled in the program participated in different learning activities as part of the learning required under the program. Students learned about the application of marketing concepts in tourism and hospitality industry, cost control and purchasing for food and beverages, customer service and relations, explore different segments of tourism and hospitality including lodging, restaurant and services, and convention management, managing housekeeping operations in the hospitality industry, operations of the front of the hotel and the hospitality accounting practices, and security and management of hotel facilities. In addition, students also learned about quality management concepts in tourism and hospitality industry, and recruitment, training, advancement, disciplinary actions, and termination of employees.

As for the practical activities to reinforce what they learned, they include baking bread, pastries, and fine desserts, making drinks, setting dining tables, beds, conducting tours, and room services. Students also learned about different food preparation techniques, storage, and sanitation. Students also assisted in CTE Awareness Week.



Students preparing Japanese dish



Food and Beverage students



TH students field trip

TH students visited The Taj Restaurant and learned about the setting, welcoming the guest, cleaning up the restaurant. Students were given opportunity to ask the owner, Mr. Robert Zaceria about the restaurant operation including the menu.

Belau Tourism Association requested TH students to cater the function at the Long Island Park. Students were able to prepare the food for 200 people and served during the function. It was a great learning experience for students as they applied what they learned in the classroom. They also prepared the food according to the request and helped served the guests who attended the function.

A request from Alfresco Restaurant for dinner catering for 25 people was organized by TH 101 and TH 201 students with support from their Instructor, Stephanie Nakamura and Ms. Vicky Maui.

### **School of Technical Education**

#### **Air Conditioning & Refrigeration Technology (AC)**

This 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. For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. Students enrolled under the program learned about the parts of the air condition and refrigeration unit and their functions. Students also learned about shop safety and regulations including tools and equipments. In addition, students learned about 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. Students were able to practice the knowledge and skills they learn from the program by installing, repairing, and servicing AC units around the College campus including the CRE station and the Multi-Species Hatchery at Ngeremlengui.



ACR students demonstrating cooling and refrigeration concepts during CTE Awareness Week



**Automotive Mechanics Technology (AM)**

This 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.

For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. These learning activities take place during laboratory session where students worked on college vehicles that requires serving or repairing. The activities include engine tuning and timing adjustment, overhauling the engine, servicing injection pump, dismantling and rebuilding of engine parts, servicing and repairing electronic controlled fuel injection system, servicing suspension system, brake system, steering system, wheel alignment, Servicing and repairing automatic transmission, serving clutch system and overhauling of manual transmission.



Transmission repairs during lab



Student demonstrating onboard gauge



Student overhaul Brake system

**Construction Technology (CT)**

This 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.

For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. These activities help reinforce what students learned from the classroom. Students learned about construction materials, product, delivery, handling, and installation of building materials, construction safety, hand and power tools used for construction work, familiar with different types of footings and foundations construction, electrical blueprint reading for single and multi-family dwellings, commercial, and industrial buildings, floor framing, wall parts, wall construction and installation of ceiling joints, installation of interior trim, doors, wall finishing, ceiling finishing, and cabinets, procedures and methods used by construction contractor, and residential plumbing system and fixtures.



Students demonstrates during CTE Awareness Week

**Electrical Technology (ET)**

This 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.

For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. Activities help reinforce what students learned from the classroom. Student field trip to PCC–CRE to repair lighting circuit. Defective ballast and fluorescent tubes were replaced to improve the lighting facility at CRE. The program also participated in CTE Awareness Week with students demonstrating on:

- Model residential installation: Complete house wiring on model skeleton house.
- Motor controls: Different types of motor control system installation.
- Stand-Alone PV system: Mini Stand-Alone Solar system that supplies DC and AC loads.
- Grid-connected PV-System: A single-string system connected to the inverter and to the ET shop grid Panel.

Through collaboration with the Dean of Academic Affairs and the Palau Public Utilities Corporation, the request of ET instructors to set up a power transmission lines model in the ET lab was materialized. The PPUC sent four professional linemen to come and set it with the students and instructors involved in the discussion, the linemen were able to answer questions raised by the students which contributed significantly to their learning process.



During laboratory sessions, ET students are performing activities and making projects that are exactly aligned and related to the duties and responsibilities of a maintenance electricians, industrial electrician, residential electrician and motor rewinder. To name a few activities; the students perform electrical wiring installation in residential and commercial establishments; install control system for fresh water and sewerage system. PCC also started offering the grid connected PV system where students learned how to install PV system.



**General Electronics Technology (GE)**

This program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in the field of general 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. For this reporting period, students enrolled in the program participated in these learning activities as part of the learning required under the program. Activities helping reinforce what students learned from the classroom are as follow:

- Building robot project by doing basic programming, assembly, testing, motor control, interfacing, sensing light and sound, and control system. Students also conducted wiring, source coding tuning, and robot navigation
- Diagnose, repair, and operate microcontroller devices and equipment
- Installation of operating system software
- 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
- Repair and troubleshooting of video equipment
- Servicing and repairing television receivers
- Servicing, installing, and operating, and troubleshooting various audio equipment
- Testing and troubleshooting power supply circuits, amplifiers, oscillators, and signal processing circuits, AM/FM radio receivers, and radio transmitter circuits
- Testing digital circuits, electronic components using multi-meter tester
- Wiring and install electronic motors, repair and maintenance of industrial switches, relays, and transducers



Troubleshoot AM/FM radio receiver



Soldering and de-soldering techniques



Robotic navigation for underwater



Troubleshoot power supply circuit

**Small Engine and Outboard Marine Technology (SE)**

This 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. For this reporting period, students enrolled in the program participated in following learning activities as part of the learning required under the program. The following activities help reinforce what students learned from the classroom:

- Electrical testing, diagnostic and repair using diagnostic charts, wiring diagrams, service manuals, and manufacturer repair procedures
- Operating outboard motor boat, learn safety measures, open water driving, boat and engine maintenance, and operator's rules of driving
- Operation and maintenance/repair charging, starting, and ignition circuit
- Overhaul and repair lawn and garden engines
- Repair and maintenance of outboard marine engines
- Service fuel tanks, pumps, carburetors, intake manifolds, flame arresters, filters, and fuel injections
- Troubleshoot, service, and rebuild outboard engine gear cases and power trim and tilt systems
- Troubleshoot, test, and rebuild power-head systems
- Troubleshooting, repair/maintenance, and installation of cooling system



Students demonstrating during CTE Awareness Week



Students troubleshoot small engine equipment in lab

**De-  
partments****English/Communication Department**

EN189 students wrote their own poetry and presented in class. Many students are very creative and it was proven during this activity. When given free rein to create, hidden talents of creativity surface. Students were encouraged to continue writing not only to strengthen their writing skills, but also to discover any other creative talents.



- EN 109 students had the opportunity to present their mini projects on all kinds of topics through research and gathering of information. The topics included researching information on Becoming an Effective Learner, Taking Effective Lecture Notes, Consumer Credit, How Not to Become a Victim of Aggressive Drivers, Yellow Ribbon, College Binge Drinking, etc. EN112 students wrote essays on various topics including argumentative essay style that required them to do research and presenting an opinion based on factual evidence. These activities relate to the course learning outcome as tools of assessing students' understanding of the writing process and interpreting reading materials.
- EN 100 students also did mini class presentations on creating story map. This greatly helped them be able to summarize a short reading without plagiarizing. Students were taught and practiced identifying main ideas and supporting details of various reading selections, creating outlines and using various generating idea methods to create outlines. In addition, students learned and practiced the writing process with emphasis on drafting, revising and proofreading paragraphs.
- EN 157 students did mini lesson plans using the MOE template and present in class. Several first time college students were grouped with regular elementary school teachers who were more familiar with writing lesson plans. A lot of group discussions, sharing of ideas, and collaborating with other group members took place that enriched and provided students with skills and knowledge to become better teachers themselves.
- EN 200 students developed, produced and presented effective lesson plans with developmentally and age appropriate visual aids on grammar concepts that incorporate the standard elements of teaching: goals, objectives, strategies, and materials and resources.

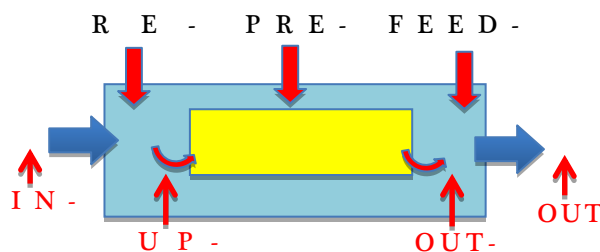
## Professional Development

English faculty 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 21<sup>st</sup> to 23<sup>rd</sup>, 2017 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.



English instructors during workshop break

### Language Development Framework –



Workshop Language development model

**Mathematics Department**

Math instructors are working together in reviewing math courses and what can be done to improve the learning outcomes for students. With the new MA103 course, the department faculty are collaboratively working with Learning Resource Center and Academic Affairs tutoring service to provide additional tutoring for students to master the concepts before enrolling in higher math courses. In addition, math faculty are assisting LRC proctoring placement math test for the new students.

**Music & Fine Arts Department**

Our students had a great semester in helping out the college in our musical events and fulfilling their learning outcomes. First, they had the opportunity to represent the college at the annual Bethlehem Christmas Concert series. They were able to perform a great selection of Christmas favorites and then assisted the PCC Santa Claus and PCC Development Office staff in distributing gifts to all the kids. The Music Department also had the privilege in performing the Palau National Anthem and US anthem and other hymn selections for the college's annual 9-11 Memorial Service held at our Assembly Hall. During the summer, the US Embassy here in Palau requested the PCC Music Club to perform the Palau and US anthems among other selections for their July 4<sup>th</sup> celebration. This has become also a new tradition with the department. The department is also still in collaborative research with Okinawa University of Arts by transcribing melodies to classical Palauan songs with the elders at the Center for Aging of the Ministry of Community and Cultural Affairs. This semester we were able to complete some 18 songs.



Music Club performing at Christmas Program and 9/11 Ceremony

**Other Languages (Mandarin & Japanese)**

Other Language department include Japanese and Chinese (Mandarin) languages. Students enrolled to Mandarin and Japanese Language courses are learning about the usage of basic vocabulary in simple sentence structure. Students learn and practice pronunciations and common phrases used in everyday social and business contact. In more advance courses, the instruction become more intensive in pronunciation, listening, comprehension and speaking. Students also learned the basic writing skills in both language. For example, students are exposed to Katakana, Hiragana, and Kanji after learning the basics. Students who were enrolled to Japanese Language courses also had the opportunity to meet with Tokai University students during their visit to the campus and they were able to practice their Japanese with the university students. Students also participated in the cultural exchange activities



Tokai University students visit PCC



Students writing Japanese Kanji



PCC instructor during Japanese Exchange Program

**Health and Physical Education Department**

Health and Physical Education department is responsible to provide courses that are required for other degree programs. Courses offered fulfill the needs of programs such as Education, Nursing, Community and Public Health. During the course of semester, students enrolled in HP courses learn about physical and social health issues, skills and principles on First Aid/CPR, and basic nutrition for healthy diet.

**Computer Science Department**

Computer Science department provides courses that are needed for other programs that requires computer science courses. The department is responsible for courses that covers basic information processing, basic computer concepts, Windows Operating Systems, word processing, spreadsheets, and internet applications. Through these courses, students learn how to create power point presentations, inputting text in the document, inserting pictures, clip arts and shapes, resizing and editing text and pictures. In addition, students learn how to create flyers, brochures, and menus using publisher programs.



Students during class activity

### Internship Training

Internship program is a collaborative training arrangement between the college and employer which provide students opportunity to acquire and educationally 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.

Fall 2016 – Summer 2017 Internship Program Enrollment				
Programs	FA 2016	SP 2017	SU2017	Total
Agricultural Science	-	2	7	9
Automotive Mechanics Technology	-	1	8	9
Business Accounting	-	0	6	6
Business Administration	-	1	2	3
Criminal Justice	1	6	1	8
Construction Technology	2	1	0	3
Environmental/Marine Science	-	1	0	1
Electrical Technology	-	1	4	5
General Electronics Technology	-	1	4	5
Information Technology	-	1	0	1
Office Administration	-	3	3	6
Small Engine & Outboard Marine Technology	-	3	4	7
Tourism & Hospitality – Food & Beverages	-	3	2	5
Tourism & Hospitality – Hotel Operation	-	0	1	1
<b>Total</b>	<b>3</b>	<b>24</b>	<b>42</b>	<b>69</b>



### Career & Technical Education (CTE) Awareness and Annual Science Fair

On March 14<sup>th</sup> & 16<sup>th</sup>, 2017, 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 students and people from the community. Students and community members had a chance to visit all CTE Programs offered and 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, demonstration, and displays to promote/advertise the programs including questions/answers from the participants.

In conjunction with the CTE awareness week, PCC also collaborated with Ministry of Education with the Annual Science Fair activities. The purpose of the science fair is to promote science and related fields to elementary and high school students. During the tour, elementary and high school students also visited the college science programs which include Environmental/Marine Science Program, STEM Discipline, & Agricultural Science. PCC students enrolled under the programs were able to conduct their demonstration of what they are learning from the programs, including experiments, research projects, and laboratory activities.

March 14 <sup>th</sup> , 2017 (Tuesday)	Morning Session (9:00am – 12:00noon)	Afternoon Session (1:00pm – 4:00pm)	
School	No. of Students	No. of Students	Total
Emmaus/Bethania High School	14	-	14
George B. Harris Elem. School	42	-	42
Ibobang Elem. School		2	2
Ngerchelongs Elem. School	-	10	10
Palau High School	-	5	5
<b>Total</b>	<b>56</b>	<b>17</b>	<b>73</b>

March 16 <sup>th</sup> , 2017 (Thursday)	Morning Session (9:00am – 12:00noon)	Afternoon Session (1:00pm – 4:00pm)	
School	No. of Students	No. of Students	Total
Aimeliik Elem. School		21	21
Airai Elem. School	16	-	16
Angaur Elem. School	-	4	4
Belau Modekngei School	15		15
Koror Elem. School	-	63	63
Maris Stella School	9	-	9
Melekeok Elem. School	9	-	9
Meyuns Elem. School	-	16	16
Mindszenty High School	-	25	25
Ngaraard Elem. School	7	-	7
Ngardmau Elem. School	5	-	5
Ngeremlengui Elem. School	3	-	3
<b>Total</b>	<b>64</b>	<b>129</b>	<b>193</b>

Total number of elementary students = 207  
Total number of high school students = 59

**Belau Childcare Center**

Belau Childcare Center was built under the partnership of Palau Community College, Palau Community Action Agency, and Ministry of Health's Child Care Unit. The main goal of this childcare center is to assist the low income students with children to pursue highest education possible at Palau Community College. In this reporting period, there were 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, day care center conduct field trips and celebrate Thanksgiving Day and Christmas Day for the kids.



Children celebrating Christmas program



Day Care Center field trips

**SPECIAL PROGRAMS****Penn Foster: Career School**

Palau Community College hosted 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.

**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

**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 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' three-year validity, (4) ensure programs' assessment after/within three years, (5) assist in the evaluation of incoming transfer credits, (6) review and approve/disapprove requests for course/program articulation, (7) ensure implementation of approved modifications, and (8) have on file copies of approved documents and articulation agreements with high schools/colleges or universities.

For this reporting period, CPC held 20 meetings to do the following:

- Removed the TOEFL test as an entrance requirement for programs and revised the entrance requirements accordingly
- Reviewed and approved 46 course modifications
- Reviewed and approved 6 program modifications
- Reviewed 12 certificate programs' PLOs and descriptions
- Reviewed and approved 8 new courses
- Approved the deletion of 5 courses
- Reviewed and approved 1 TOEFL waiver
- Approved prerequisite changes for courses which had TOEFL 450 as a prerequisite

Fall 2016 brought changes to the entrance requirements for the academic programs. The committee decided that the TOEFL requirement should be a requirement for international students only as this was a barrier for some students who wanted to enroll in majors, which required a TOEFL score which they did not obtain. The committee believed that the TOEFL test did not adequately demonstrate that students would not be able to perform in their chosen programs if they lacked a TOEFL test. This test measures English language proficiency but does not cover program content. Therefore, following the practice of colleges outside of Palau, students from the region will need sufficient Cumulative GPAs to enter programs. However, international students will still be required to have the required TOEFL test score.

The General Electronics (GE) program, the Community and Public Health (CPH) program, Environmental Science (ES) program, Education (ED) program, Library and Information Services (LS) program, and the Criminal Justice (CJ) program were all modified and received the committee's approval for changes. The changes took effect in fall 2016. The NU program's title was changed from Nursing Career Ladder to the Nursing program to be consistent with the other 20 academic programs.

New course were created and a few courses were deleted when programs underwent revisions. The Education program has three new courses specifically developed for teaching methods of specialized areas and deleted one. The Automotive Technology program added two new courses to keep students current with the use of computerized technology in the automotive industry.

The Criminal Justice program deleted one course but moved appropriate course content to another course. The Environmental Science program created a new marine science course and deleted two that were outdated. General Electronics created two robotics courses to keep up with the changes in technology in its area.



Moreover, with the decision not to offer developmental courses this fall 2017, two new courses were created. MA103 Basic Mathematics was created for academic programs that need students to have strong basic mathematic skills rather than college algebra skills. This new course replaced MA95 and/or MA105 (algebra courses). EN100 English Reading and Writing was created for students who need to strengthen reading and writing skills prior to taking the freshman composition course.

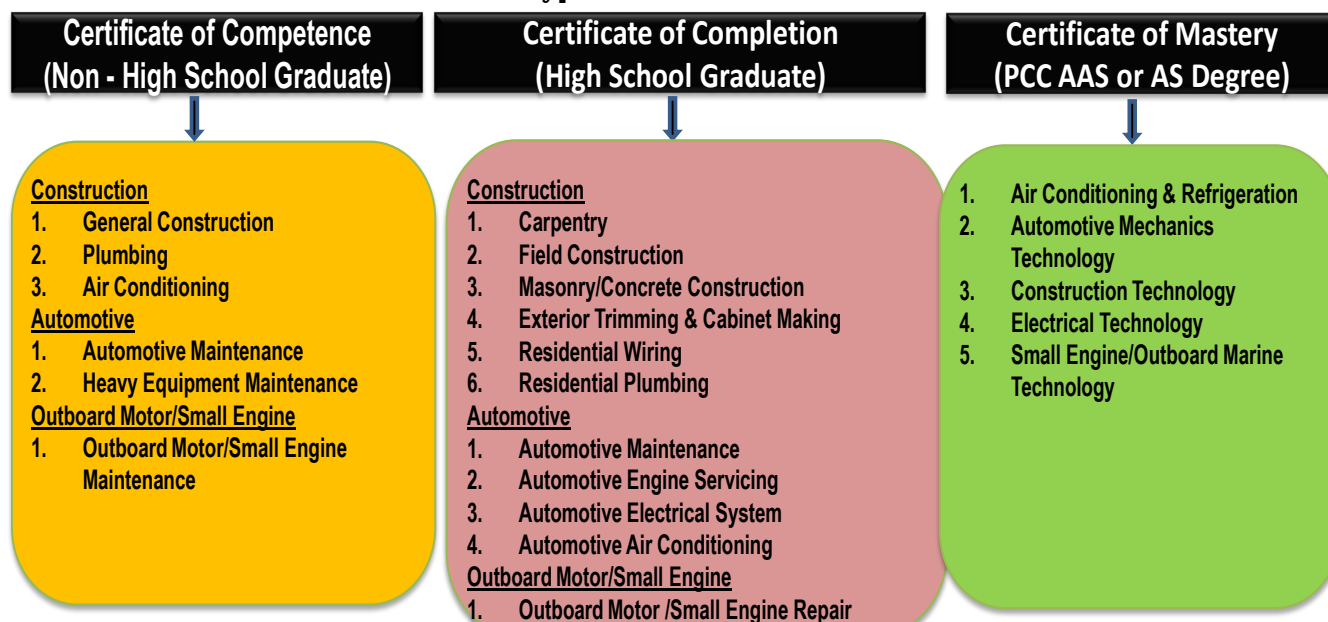
The CPC committee continues to work with faculty to ensure that programs and courses undergo review and, if necessary, revisions to keep the academic programs relevant and current to meet the needs of the students, communities, and region.



## 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 other related purposes. § 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



#### 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.

**PCC Faculty Senate Association**

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

In January 2017, 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 May 2017, FSA held its annual fundraising activity, Gentlemen's Gourmet, and results were extremely favorable, ensuring continuing support to students in the form of scholarships. Also, in May 2017, 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. Lastly, FSA spring retreat was held at the end of May 2017. The purpose of the retreat was to give the faculty a chance to relax after the school year. The retreat consisted of relaxation, and an informal sharing of semester's highlights and/or difficulties instructors experienced inside or outside of class.

In August 2017, FSA had an election of new officers. The results were: Frutoso Tellei—president; Suzette Hinojales—vice-president; Evangeline Andrew—secretary and Cecil Meteolechol—Treasurer.

In September 2017, FSA received several scholarship applications. After reviewing, FSA selected three deserving students (2 freshmen and 1 sophomore) to receive the scholarship. The first half of the scholarship was given out to students in October 2017. FSA awaits fall semester GPA results of students who will then receive their second half of their scholarship in spring 2018.



## 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 29 sets of trainings to the different age groups of clients for the year 2017. Total of 436 clients benefited from the trainings. In summer 2017 Continuing Education Division conducted a reinforcement courses aligned with the objectives of the Ministry of Education's student's learning targets for grades 3<sup>rd</sup> to 8<sup>th</sup>. Courses offered were Math, English Reading and Palauan Language and Culture. Participants are students from both private and public elementary schools of Palau.

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 Ministry of Health hosted a series of Caregivers Training at CE training room



## 2016 Continuing Education Trainings

Training/Workshop	Hours	# of Participants	Instructor/Trainer	Participating Agency
Ecological Marine Protected Area Training	48	10	Adelle Lukes Isechal	Koror State Rangers
Care Giving Training Program	8	14	MOH/PCC	Central
Care Giving Training Program	8	14	MOH/PCC	Central
Care Giving Training Program	8	19	MOH/PCC	Airai State
Automated Computer-Aided Design (AutoCAD) Training	30	12	Mario Retamal Foronda	Land&Survey / Palaris
Basic Mandarin	36	6	Hua Hsin Hsu	Community
Customer Service Training	1	10	Willy Wally	PCC Staff
SKP - Math for 3rd & 4th Grade	40	17	Emadech Oiterong	Elementary Student
SKP - Math for 3rd & 4th Grade	40	28	Delina Remengesau	Elementary Student
SKP - Math for 5th & 6th Grade	40	14	Kayleen Joseph	Elementary Student
SKP - Math for 7th & 8th Grade	40	13	Kalista Jiro Rafael	Elementary Student
SKP - English Reading & Writing for 3rd & 4th Grade	40	13	Lady Ngiratkaki	Elementary Student
SKP - English Reading & Writing for 3rd & 4th Grade	40	15	Emadech Oiterong	Elementary Student
SKP - English Reading & Writing for 5th & 6th Grade	40	14	Krislyn Termeteet	Elementary Student
SKP - English Reading & Writing for 7th & 8th Grade	40	15	Judson Butelbai	Elementary Student
SKP - Music Class for 3rd - 8th Grade	40	22	Howard Charles	Elementary Student
SKP - Art Class for 3rd - 8th Grade	40	26	Sam Adelbai	Elementary Student
SKP - Marine Science for 6th to 8th Grade	40	15	Norma Mersai	Elementary Student
SKP - Palauan Orthography for 3rd to 4th Grade	40	17	Emadech Oiterong	Elementary Student
SKP - Palauan Orthography for 5th to 8th Grade	40	13	Eric Reklai	Elementary Student
SYP - Cultural Performing Arts - Delal a Ngloik	36	12	Luciana Shiro	High School Students
SYP - Cultural Performing Arts - Rruk	36	10	Oingerang Erungel	High School Students
SYP - Identify Flora & Usage	36	22	Albert Soaladaab	High School Students
SYP - Palau's Chants & Proverbs	36	21	Jay Watanabe	High School Students
SYP - Pandanus Leaves Weaving	36	6	Jury Kebekol	High School Students
SYP - Pandanus Leaves Weaving	36	6	Dilchur Ruluked	High School Students
SYP - Uchelel Belau	36	21	Hermana Ramarui	High School Students
SYP - Omesubel a Bai	36	10	Frutoso Tellei	High School Students
SYP - Olachitnger	36	21	Sariang Timulch	High School Students
<b>TOTAL</b>	<b>983</b>	<b>436</b>		

## EDUCATIONAL TALENT SEARCH

### Mission

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

### Personnel

The project has a total of seven (7) full time staff who oversee the implementation of activities and services.

### Program and Services

The Budget Year 2016-2017 is the first year of the fourth cycle of our federal grant. We serve 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
<b>Elementary Schools</b>		
Airai Elementary School	32	2
George B. Harris Elementary School	51	3
Koror Elementary School	53	2
Maris Stella School	21	1
Melekeok Elementary School	34	2
Meyuns Elementary School	37	
<b>High Schools</b>		
Emmaus High School	29	1
Mindszenty High School	43	1
Palau High School	200	6
Adult High School (Reentry)	0	0
<b>TOTAL</b>	<b>500</b>	<b>18</b>

### 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 2016, the project recruited at local target schools, attend 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 2017, 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.

Koror Elementary School's request of having Talent Search at their school was granted making them one of our target schools again.

Emmaus High School (all boys private school) and Bethania High School (all girls private school) were consolidated this school year. It became a co-ed school and changed its name to Emmaus-Bethania High School. Since Emmaus High School is one of our target schools and Bethania High School is not, we got approval from our Program Officer to serve all students from Emmaus-Bethania High School.



Staff and students attend conference



Notetaking workshop in Melekeok



## ADULT HIGH SCHOOL

### Mission

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

### Personnel

The AHS program currently has two (2) full-time staff.

### Programs and Services

The Adult High School program is an alternative high school program that offers an opportunity to adult Palauans who have not earned a high school diploma to do so. The PCC Adult High School was designed to provide instruction and educational activities to adult students who did not graduate from high school to develop their knowledge and skills to become “functionally competent” members of their respective communities. (“Functionally competent” is defined as the ability to apply a set of skills to meet societal demands and/or entry level jobs). The program offers two tracks: A Vocational Track and a College Preparation Track. The Vocational Track prepares students for entry-level employment while the College Preparation Track prepares students to enter postsecondary education.

### Enrollment

Enrollment History	Academic Year	# of Enrollees
Ngiwal	Fall 2015-Spring 2017	13
Ngeremlengui	Fall-2016-17	15
PCC Main Campus		
	Spring 2016	31
	Fall 2017	32
<b>Total</b>		<b>91</b>

### Graduates

Semester	# of Graduates	Track	
		College	Vocational
Spring '16	15	5	10
Spring '17	1		1
<b>Total</b>	<b>16</b>	<b>5</b>	<b>11</b>

## 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 2016–2017, 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 2016-2017 grant cycle provided \$36,000.00 library initiatives in Palau. The grant provided monies for two library staff to attend the 27<sup>th</sup> Annual Conference of the Pacific Islands Association of Libraries, Archives and Museums (PIALA) in Palikir, Pohnpei, FSM. PCC matched the grant by providing two additional staff to attend the same conference. Thru the grant money, library materials were purchased for the state libraries. 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 2017.

### Personnel

The PCC Library currently employs eight full-time staff members: four Library Technicians, and four Library Assistants. Seven 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, two 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 2016-2017 fiscal year, the library collection expanded through materials that were donated to the library. Approximately 1,178 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 2<sup>nd</sup> floor circulation desk and is available for library users to search for materials in the library collection.

**Program Activity**

From October 2016 to September 2017, the library provided library orientations and instruction sessions to over 100 students, including seven introductory college courses (SS 100), 15 Emmaus/Bethania students used the computer lab to do research project, 20 students from Emmaus Kindergarten toured the library and had a chance to be introduced to the Kid's Korner and to know about its collection. The Palau Public Library and the PCC Library are still finalizing a schedule 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.



Library staff provide reading program to Daycare Kids



Library staff provide reading program to Daycare Kids

The library had a short mini-bookmaking activity conducted by Margo Vitarelli. Four library staff along with Maris Stella school teachers were able to learn new ideas and skills being taught. PCC Library also offered a weeklong Library Amnesty to all its patrons. It was an opportunity for the library to reconnect with its patrons and was able to get 27 books and DVDs back to its collection.



Margo Vitarelli MiniBook Workshop



The Library Summer Activities was a success. Over 50 elementary students ages 7-12 participated in the one-week library program. The kids enjoyed a range of activities from learning to weave to math and spelling games. They also had a chance to hear a talk from Yalap Yalap of Palau Conservation Society and Charlene Mersai of Palau Automated Land and Resource Information System (PALARIS). The topic of the speakers was mainly teaching our young audience on how important it is to protect our environment both land and ocean.



2017 Summer Kids Program

Emmaus Kindergarten visits library

### Professional Development

Four library staff attended the 27<sup>th</sup> Annual Pacific Islands Association of Libraries, Archives and Museums in Palikir, Pohnpei (FSM).



Library staff attended APIALA Conference

**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.

	<b>Computer Users</b>	<b># Hours</b>
October 2016	242	295
November	242	325
December	270	268
January 2017	231	315
February	376	370
March	396	473
April	286	354
May	231	348
June	303	315
July	67	77
August	147	167
September	286	270
<b>Total</b>	<b>2,977</b>	<b>3584</b>

	<b>Gate Count # of Visitors</b>
October 2016	584
November	125
December	205
January 2017	8,002
February	9,211
March	9,792
April	8,707
May	6,124
June	12,581
July	6,072
August	9,615
September	11,323
<b>Total</b>	<b>82,341</b>

<b>Number of Patrons and Circulation by Patron Type</b>		
<b>Patron Type</b>	<b>Number of Patrons</b>	<b>Circulations</b>
Board of Trustees	4	38
Community Adult	2,983	4,120
Community High school	1,872	237
Community Elementary	2,731	788
Faculty	80	291
PCC Staff	119	1,197
PCC Student	3,080	1,283
<b>Total for Patrons</b>	<b>10,869</b>	<b>7,954</b>



Circulation of Books and Materials		Donated Resources				
		Donated Resources	DVD (ea/bx/set)	CD (ea/bx/set)	Magazines	Books (ea.)
October 2016	1,789	October 2016	89		18	39
November	1,626	November		42		15
December	1,367	December				41
January 2017	1,709	January 2017	13		14	69
February	1,666	February				7
March	1,767	March				105
April	1,623	April	111	6		25
May	1,747	May				11
June	2,072	June				111
July	1,611	July	67			102
August	2,103	August	38	6	27	247
September	1,551	September	2			69
<b>Total</b>	<b>20,631</b>	<b>Total</b>	<b>320</b>	<b>54</b>	<b>59</b>	<b>841</b>

Books Cataloged	
October 2016	166
November	62
December	36
January 2017	0
February	51
March	71
April	144
May	134
June	0
July	234
August	0
September	280
<b>Total</b>	<b>1,178</b>



PCC Library Circulation Desk staff and technician

## **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

The sweet potato germplasm was harvested and immediately replanted to maintain the active field collection of this root crop. Also, weeding and fertilization of the cassava and taro germplasm was done to ensure good growth, survival and maintenance of these active field collections. Several blocks of the field area have been devoted to an active collection of the taro germplasm. Each time harvesting was done, taro planting materials in excess of our requirements for replanting were given out to farmers.

**Planting materials distributed to farmers for this period are as follows:**

Crop	No. of plants	No. of farmers
Taro	4,831	30
Pineapple	1,131	75
Yam	83	6
Lemon	38	6
Banana	20	4
Avocado	1	1
Breadfruit	1	1
<b>Total</b>	<b>6,105</b>	<b>123</b>

The yam plantings in Block A-1 in the Research and Development Experiment Station was harvested and total yield of 422 kg tuber was obtained , while in Block A-2 , 737 kg of tubers was harvested in 160 sq. m. of field. This is much more than the yield of taro grown in the same area. Thus, yam cultivation has a very good potential for the alleviation of food security in the country.



Drying Mature Yam for harvest



Harvested Yam

### Micropropagation and In Vitro Conservation of Taro, Banana and Pineapple

Tissue culture of taro is continually being done in the laboratory at the Research and Development Station for in vitro conservation and micropropagation. There are currently 27 taro varieties being maintained in the laboratory in 412 bottles in the multiplication stage. A total of 1,004 tissue cultured taro planting materials were given out to 13 farmers for planting in their farms.

Thirty farmers have planted 2,105 tissue cultured pineapple planting materials propagated at the PCC R & D Station. In addition, 2 varieties of banana namely, Lacatan and Mechad, are undergoing micropropagation and in vitro conservation in the tissue culture laboratory. Twenty farmers received 205 tissue cultured banana planting materials.

### Inventory of crops micropropagated in the tissue culture laboratory

Crop	Multiplication and Rooting stage (cultures)	Acclimatization in greenhouse (plants)	Distributed to farmers
Taro	662	361	1,004
Pineapple	28	1,517 Greenhouse; 747 Outside	2,105
Banana			205



*Local farmers receiving tissue culture banana*

### Palau Agri-Aqua Fair

PCC-CRE participated in the Palau Agri-Aqua Fair sponsored by the National Development Bank of Palau in February 3, 2017 at the Ernguul Park in Koror. Books and planting materials distributed to farmers who visited our booth during the Fair are as follows:

Books	Distributed	Recipients
Taro Production in Palau	22	22
Crop Production in Upland Areas of Palau	18	18
Manual on Banana Production in Palau	13	13
Planting Materials		
Pineapple	167	29
Banana	15	7



**Agricultural Development Workshop Training**

From February 15 to 16, a Joint Workshop Training on Agricultural Development was held at the PCC Research and Development Station in cooperation with the Bureau of Agriculture. This was a very fruitful workshop attended by 31 participants composed of farmers, entrepreneurs, and extension agents. Topics discussed during the workshop included:

- Soil composting and soil amendments,
- Livestock production specially piggery and poultry production,
- Funding and loan opportunities for Palauan farmers to pursue their farm enterprise. This was given by representatives from the Small Business Development Center and the National Development Bank of Palau.

**Pesticide Applicator's Training**

PCC-CRE conducted a Pesticide Applicator Training at the Koror State Assembly Hall in cooperation with the Environmental Quality Protection Board from August 22 – 25, 2017. Twenty participants from different sectors in Palau joined the training. Topics included Major pests and their control as well as control measures for each major pest. A demonstration on use of chemicals for control of pests was also conducted. As a whole the training was a worthwhile experience for the participants and 90 percent of the participants passed the post evaluation test and were given licenses to apply pesticides.



PCC CRE conducted Pesticide Applicator Training

**Hydroponic Vegetable Production**

Tomato is one of the more expensive imported vegetable commodities that are difficult to grow in Palau due to poor soil conditions and excessive rain.

In 2016, the Oldia's Women's Association (OWA) of Ngchesar received a grant from the GEF to produce tomatoes in hydroponics. They requested PCC CRE to assist them in pursuing this project. While their greenhouse was under construction, research on the culture and management of tomatoes in hydroponic culture was conducted at PCC CRE to be able to train Ngchesar State personnel on the technical aspect of this project. Tomatoes were successfully grown at PCC CRE and the technology was now passed on to the OWA members.



On April, 17, 2017, training of 20 participants of the Oldia's Women's Group commenced with Seedling Preparation. It was recommended that they also grow nappa, a fast growing leafy vegetable for faster returns. On May 4, 2017, another training was conducted to 43 participants on the preparation of nutrient solution and transplanting of nappa and green onion mounted in foam cups supported with sphagnum moss and put over nutrient solution in plastic trays and tables. On the other hand, each tomato seedling was individually mounted in foam cups and put on nutrient solutions in a bucket. Nutrient solution was replenished weekly to make sure there was enough growing medium for the plants

After one month, nappa was harvested and brought to the market. Nappa was replenished by sowing and transplanting every two weeks. Harvesting was done twice a week. To date, 187 pounds of nappa have been harvested and sold in the market.

On the other hand, the tomatoes started to flower one month after transplanting the seedlings in the buckets. Training on pollination of tomatoes was conducted on June 8, 2017 in order to ensure fruit production since there were no insects or bees in the greenhouse. Also since then, replenishment of the nutrient solution had to be done twice a week. So far, 70 pounds of tomatoes have been harvested from the hydroponically grown tomatoes in the greenhouse. Monthly revenue from the project is approximately \$400.00.



Sowing nappa seeds in seedling trays



Harvesting nappa for the market



Training on pollination of tomato



Tomatoes ready for harvest

### Visitors to the R & D Station

For January to June, 2017, many groups came to visit the R & D Station. They were given an overview of the maintenance and conservation of the taro, cassava and sweet potato germplasm at the PCC R & D Station. They were also shown the tissue culture technique as a means of mass propagation and production of planting materials of taro, pineapple and banana. The guests were also given a guided tour around the laboratory, the insect collection, the greenhouse and the field. They were also shown the dry litter piggery project which showcases the environment, conservation of water and recycling of waste.

Date	Group	Number
February 17, 2017	Ngerbeched Head Start	58
February 24, 2017	Ngerbeched Headstart	48
April 7, 2017	Airai Headstart	52
May 15, 2017	Dina Faruya Association	13
<b>Total</b>		<b>161</b>



*Headstart students visiting Green house and Insect Collection facility*

## AQUACULTURE PROGRAM

### Rabbitfish Project

The rabbitfish juveniles that were kept inside the outdoor nursery tanks at PCC Hatchery were harvested for stocking in the grow-out fish cages of Palau Aquaculture Cooperative Association (PACA). In December 2016, about 1,000 juveniles with total length of about 2 inches were transported to the farm site. PCC and the fish farmers worked together to monitor the fish' growth and survival rate.

As the natural spawning of rabbitfish was continued; an improved set-up for spawning tank was tested. Larval rearing of the rabbitfish was conducted utilizing the eggs that were collected from the February 8, 2017 spawning. Two units of 10 tons capacity rectangular concrete tanks were used and each tank was stocked with 300,000 larvae. The tanks were initially filled up to 5 tons with UV filtered seawater and very gentle aeration was provided throughout the larval rearing which took about 30 days for the larvae to reach metamorphosis. Rotifers and newly hatched Artemia at a density of 5 per ml and 2.5 per ml respectively were given on the next day after hatching. Frozen algae (Nanno 3600, Reed Mariculture) were added into the rearing water to provide background color and nourishment for the live feed. Fluorescent lamps were provided above each tank to provide better lighting. Newly hatched artemia nauplii were fed when the larvae reached 12 DPH (Days Post Hatch).





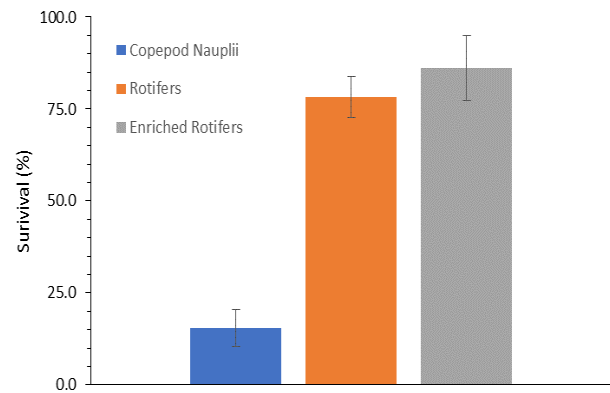
The good quality rabbitfish eggs collected from an improved spawning tank developed at PCC hatchery

After 21 days an estimate of about 30,000 to 40,000 larvae (about 10% of the larvae stocked) survived in each tanks. At 30 DPH, about 23,000 newly metamorphosed rabbitfish were transferred to nursery tanks for further rearing to fingerling stage. A total of 2,500 pieces fingerlings were given to two rabbitfish farmers in Palau for grow-out and the rest were kept in the hatchery to grow.



Rabbitfish distributed to local aquafarmers to grow

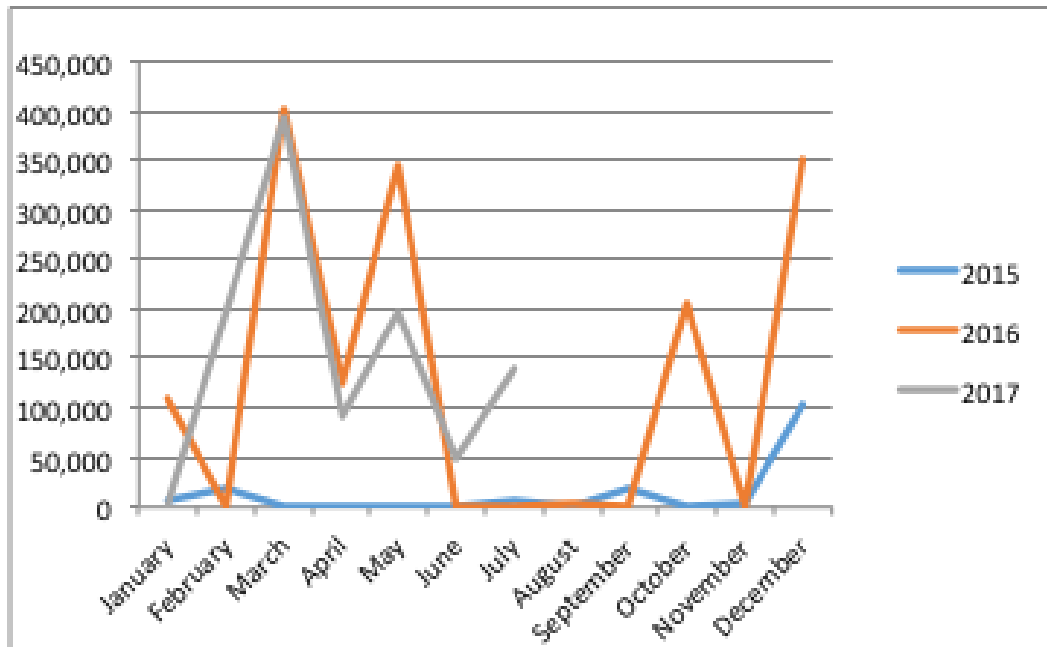
Moreover, a series of larval rearing trials for the rabbitfish were continued at PCC hatchery and a total of 2,300 pcs rabbitfish were delivered to two aquaculture farms for stocking in their grow-out fish cages. To further improve the survival rate in the larval rearing of rabbitfish, a short duration feeding trial was conducted in August 2017, to compare the effect of feeding copepods and rotifers as feed for *S. lineatus* larvae during their first 7 days of larval development. Results showed that survival to day 7 was significantly higher in the tanks fed Rotifers (75%) than the tanks fed only copepods (15%), but there was no significant difference between enriched rotifers vs non-enriched. Therefore, it is possible that *S. lineatus* may benefit from a mixed diet of primarily rotifers with some copepods added as a supplement.



Set up and graph showing the results in the small experiment on the initial feeding of rabbitfish larvae

### Milkfish Project

Following the improvement of milkfish egg production that started in October 2016, an improved larval rearing technique following the similar protocol used in the larval rearing of the Pacific Threadfin “Moi” at the Oceanic Institute in Hawaii was tested. Frozen algae paste (Nanno 3600, Reed Mariculture Inc.) was used in the rotifer production in the larval rearing tanks instead of using the live micro-algae *Nannochloropsis* sp. Fluorescent lights were installed above the larval rearing tanks to enhance the visibility of live feed, and provide stable photoperiod. Very gentle aeration was provided throughout the larval rearing and the larvae were reared in a UV filtered flow through water after 7 DPH (days post hatch). Newly hatched artemia were fed after 15 DPH.



The above graph shows the annual milkfish egg production (2015-2017) in a floating milkfish broodstock cage in Palau.

Picture below is the improved milkfish hatchery technique, about 148,000 milkfish fry were produced from October 2016 to June 2017. These fry were given to two major milkfish farms for grow-out in their fishponds and cages. An improved set-up for the larval rearing of milkfish and the locally produced milkfish fry produced at PCC Hatchery



Locally produced milkfish fry being stocked at privately owned fishpond

### Grouper Project

Another successful larval rearing trial for the Coral Grouper (*Plectropomus leopardus*) was conducted in May to June 2017. Out of 300,000 larvae that were stocked in a 6 ton capacity larval rearing tank, a total 2,000 healthy fingerlings were produced. The problem of mortalities when handling these fingerlings was solved by feeding them with HUFA enriched live feeds. These fingerlings were successfully weaned to feed on dry pellet feeds and were further grown in 6 ton capacity tank until they reach the size that is ready for stocking in floating fish cage.



Hatchery-produced coral groupers



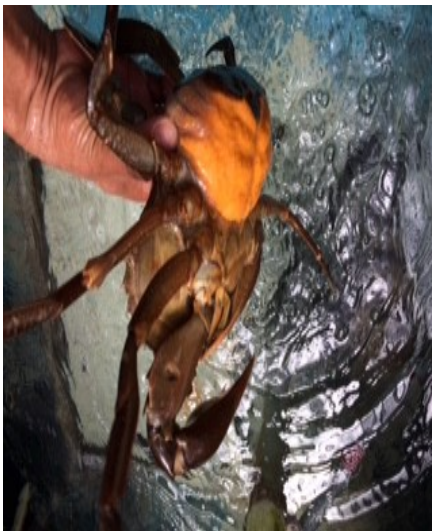
The 10,000 pieces Coral Grouper (*Plectropomus leopardus*) fry that were produced last September 2017 were further grown in the nursery tanks that were improvised shelter made of cut PVC pipes. Unfortunately, the juveniles have proven very hard to wean onto formulated feeds. Although dry feed has been offered in combination with *Artemia*, they do not appear to take the dry feed. The difficulty in this has likely led to a nutritional deficiency that is manifested in “shock” during handling stress. Unfortunately, this has resulted in the loss of most of fish produced to date when moving was attempted. However, over 400 pieces juveniles were successfully transferred to Biota Inc in Palau and NECO/ Ngerdubech Aquaculture farm for subsequent grow-out.

## MANGROVE CRAB

### Seed production of mangrove crab

New batches of female mangrove crab broodstock were purchased in November 2016. These crabs were allowed to spawn in tanks for another series of crablet production. As of December 2016, one of the female crabs released their eggs and tanks were prepared for the larval rearing trials. Crablets that will be produced will be stocked in the mangrove pen beside the PCC hatchery and other local crab farms. Another batches of successful larval rearing of mangrove crabs have produced over 300,000 megalopae in March and May 2017. About 100,000 megalopae were released along the mangrove conservation area in Ngeremlegui State. More than 5,000 crablets were also produced and some given to 3 local mangrove crab farmers for grow-out.

Another batches of successful larval rearing of mangrove crabs have produced over 300,000 megalopae in March and May 2017. About 100,000 megalopae were released along the mangrove conservation area in Ngeremlegui State. More than 5,000 crablets were also produced and some given to 3 local mangrove crab farmers for grow-out.



Hatchery-produced mangrove crab juveniles stock in fish farm

### Mangrove crab bank project

A series of mangrove crab seed releasing activities have been conducted in different mangrove conservation areas in Palau. These activities were done in collaboration with the Palau Community College (PCC) and the Bureau of Marine Resources (BMR), to support the Ministry of Natural Resources Environment and Tourism's (MNRET) effort to address the diminishing population of mangrove crabs *Scylla serrata* locally known as “chemang” in Palau.

Out of the 50 pieces female mangrove crabs that were purchased from the local crab gatherers last March 2017, nineteen (19) of these have successfully spawned naturally in the broodstock tanks at PCC Multi-species Hatchery. Three egg-bearing crabs were placed inside the “crab bank”, an approach that was recommended by the experts from Thailand that would allow these crabs to release their seeds to the wild, while the rest of the berried crabs were kept inside the incubation tanks until they hatch out into zoea larvae.

Zoea were packed in plastic bags and were delivered to the different States for seed release. Recently, about 125,355,000 newly hatched mangrove crab larvae were released to mangrove areas of Ngeremlengui, Ngatpang, Ngiwal, Ngchesar, Ngarchelong, Ngaraard, Melekeok, Aimeliik, Airai and Koror States.



MNRET Minister Sengebau and CRE Vice President Taro with Ngchesar mangrove crab fisherman



Female Mangrove crab to be used for spawning



Female Mangrove crab before eggs are hatched



Female Mangrove crab spawning in broodstock tank



On August 25, 2017, a total of 240 crablets were delivered to the newly completed crab farm owned by Hubert Lemong in Ngchesar State. These crabs are part of the crablets that were produced at PCC hatchery in May 2017.



Hubert Lemong mangrove crab farm in Ngchesar State

### **TIGER SHRIMP (*Penaeus monodon*)**

In line with Palau's government to promote economic and ecological sustainability and support of a healthy environment, Palau Community College and Ngerdubech Corporation came up with a new undertaking to improve the aquaculture industry of Palau by now venturing into Black Tiger Shrimp farming project. This partnership was designed to collect Black Tiger Shrimp broodstock from the wild and allow them to spawn and produce the shrimp fry in the PCC-CRE hatchery. These will then be reared in Ngatpang fishpond up to marketable size.



Shrimp fry cage at PCC CRE Hatchery

A follow-up visit to the fish farm run by the Ngerdubech Corporation in Ngatpang State was conducted on July 2017 to obtain information on the status of their shrimp grow-out trial. During the sampling, it was observed that the shrimps in the farm were growing fast and healthy. After 6 months of culture, the farmer was able to harvest about 3,500 lbs of marketable size (25 to 40g) shrimps out of 150,000 locally produced fry that were stocked.



Sample of Tiger Shrimp at Ngerdubech Corp fish farm in Ngatpang State

### **Aquaculture Maintenance Activities**

- Supplies of larval feed like rotifers and copepods are being kept at PCC hatchery.
- Weekly new batch of algae culture for each species needs to be prepared that involves counting of cells and sterilization of culture media
- Count Algae culture in carboys everyday so that the amount of algae to be fed to copepods can be estimated.
- Every week new batch of culture for each species needs to be prepared that involves counting of cells and sterilization of culture media.
- Fish and crab broodstock and juveniles are to be fed every day using commercial feed and frozen fish meat so that they would stay alive and healthy.

### **Community Visits**

The aquaculture staff has been accommodating inquiries, field trip and hatchery visits of students and people in the community. Between October to December 2016, a total of 48 individuals have been assisted on their aquaculture related inquiries. About 300 students and community people visited the hatchery.

### **AQUACULTURE WORKSHOPS AND EXHIBITS**

Two aquaculture workshops were conducted to include: 1. A training workshop titled: Hands-on training in microalgae and copepod production methods; 2. A workshop titled: “Marine Aquaculture in Palau”. This was held at the conference room of PCC Multi-species Hatchery in Ngermetengel, Ngeremlengui State, Palau on January 17 to 19, 2017 and April 12 to 13, 2017.

On September 27-29, 2017, PCC in collaboration with The Nature Conservancy (TNC) and the Ministry of Natural Resources, Environment and Tourism (MNRET) conducted an Aquaculture Workshop at the Continuing Education (CE) Room of Palau Community College. The workshop discussed the status and direction of aquaculture in Palau.



The objectives were the following: 1) To engage with key stakeholders to increase awareness on aquaculture, 2) Emphasize the role of aquaculture in meeting Palau's food security, and 3) Discuss aquaculture risks and potentials to help guide the development of aquaculture in the country. During the meeting, various aquatic species that are cultured in Palau were presented. With the availability of funding support from the government and a financial institution in the form of low interest loan, a number of individuals have expressed their interest to start an aquaculture farm. After the three-day workshop, various aquatic species were identified and were ranked in terms of priority for commercialization and for further research.

An aquarium booth display was presented during the Pacific Education Conference that was held last July 17 - 20, 2017. More than 300 visitors were reached and informed about the ongoing aquaculture activities under the PCC-CRE and COM-Land Program



### Youth & Adult EFNEP

The objective of the program is to teach the community about healthy food, food safety and local food and also the preparation of a proper healthy meal.

On January to June EFNEP served a total of 200 clients both youth and adult. The lists of all the groups are Youth for Christ, Maris Stella School, PCC Maintenance, 2<sup>nd</sup> Youth For Christ, and PCAA Headstart-Cooks.



Youth For Christ students

PCAA Headstart Cooks

# FY 2017 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
	<b>TOTAL INCOME</b>	<b>\$7,435,317.38</b>
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
	<b>TOTAL EXPENSES</b>	<b>\$7,435,317.38</b>

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BA 2008, National Central University, ROC-Taiwan

Ilemelong, Reva Thomasa  
Secretary  
Diploma 2009, Belau Modekngei School

Johnny, Denae K.  
Field Assistant  
Diploma 2013, Adult High School

**PROFESSIONAL & SUPPORTING STAFF**

Joshua, Courtney T.  
Senior Clerk Typist  
AAS 2012, Palau Community College

Kibei, Luana  
Library Assistant  
Diploma, Adult High School

Kloulubak, Raven S.  
Library Assistant  
AAS 2015, Palau Community College

Mdrangchar, Connie  
Field Assistant  
GED Diploma 2001, MOE

Manzano, Eric  
Architect  
BA 2008 University of Philippines at Mindanao

Marino, Rodney  
Research Assistant  
Diploma 2003, Belford High School

Michael, Siliang  
Security Guard  
Diploma 1985, Ngaremlengui Elementary School

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Research Assistant  
AS 2014, Palau Community College

Ngirakesau, Merii  
Office Clerk  
AAS 2015, Palau Community College

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

Noel, Dickxon W.  
Security Officer  
Certificate, Palau Police Academy

Nicanor, Orjaliza Jr.  
Maintenance Worker  
CA 2004, Palau Community College  
**AAS 2007**

Olikong, Cecilia  
Secretary  
AA 2015, Palau Community College

Olkeriil, Carlton  
Cook  
Diploma 1989, Palau Mission Academy

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Computer Technician  
AS 2009, Palau Community College

Rivera, McKingstein  
Cook  
Diploma 2009, Palau High School

Rudimch, Ewing  
Bookstore Clerk  
AS 2015, Palau Community College

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Extension Aid/Field Assistant  
CA 2004, Palau Community College

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

Sewralur, Sesario  
Master Canoe Navigator-Initiated Pwo Navigator  
Diploma 1989, Outer Islands High School

Skebong, O'Hara  
Instructional Assistant II  
AAS 2013, Palau Community College

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

**LIMITED TERM CONTRACT****FACULTY**

Sumang, Hosea  
Security Service Officer  
Diploma, Palau High School

Tadao, Pualavia R.  
Secretary  
AAS 2017, Palau Community College

Tasurmwai, John I.  
Security Service Officer  
Diploma 2007, Yap High School

Tachibelmel, Charles  
Security Service Officer  
AAS 2012, Palau Community College

Thomas, Santini Bud  
Instructional Assistant I  
AAS 2012, Palau Community College  
Certified Yamaha Technician

Udui, Ayshia  
Assistant Media Specialist  
AS 2017, Palau Community College

Umang, Gurney Lee  
Cook  
Diploma, 1985 Palau High School

Xavier, Frances Marie  
Secretary  
Diploma 2003, Mindszenty High School

Yaiungitiw, Koliano  
Maintenance Worker  
AAS 2016 Palau Community College

Yarofaisug, Marvin  
Instructional Assistant I  
AAS 2008, Palau Community College  
Certified Yamaha Technician

**FACULTY**

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

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Criminal Justice Instructor  
BA 2005, University of Hawaii at Hilo

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Instructor, Math  
BS 1984, Marikina Institute  
MA 2004, Marikina Institute

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Instructor, Education  
MA, 1985 North Georgia College & University

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Instructor, English/Music  
BA 1978, Point Loma Nazarene College  
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Instructor, Auto Mechanics  
BS 1992, University of Southeastern Philippines

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BS 1978, Nueva Ecija University of Science & Technology  
MA 1998, Aurallo University

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Associate Professor Agriculture  
MS 2017, Central Luzon State University of Agriculture

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Japanese Instructor  
BS 1998, Azubu University

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



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Associate Professor  
BS 2014 University of Southern Philippines  
MS 2016 University of Southern Philippines

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Instructor, English  
BA 2015, University of Guam

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Associate Professor  
BA 2008, San Diego State University  
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Mitchell, William T.  
Communication/English Instructor  
BS 1979, Florida A&M University  
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Morei, Elicita N.  
Instructor, English  
BA 1979, California State University

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

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Nursing Instructor  
AA 1983, El Camino College  
BA 2013, University of Phoenix

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Assistant Professor, Science  
BA 1992, Park College  
MA 2008, San Diego State University

Ngirmeriil Glendalynn N.  
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BA 2005, University of Hawaii at Manoa  
MA 2017, San Diego State University

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Instructor Mathematics  
MA 2004, Mahatma Ghandi University

Nissam, Latheef  
Instructor, Tourism & Hospitality  
BH 1999, Bangalore University

Nobuo, Allins  
Health & Physical Instructor  
BS 2000, Walla Walla University

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Instructional Assistant  
BA 2003, University of Hawaii at Hilo

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Instructor, Welding/Auto Body  
BS 1980, Pangasinan State University  
MS 1987, Marikina Institute of Sci. & Tech

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Instructor, Electrical Technology  
BS 1992, Marikina Institute of Science & Technology

Tellei, Frutoso  
Electrical Instructor  
AS 2004, Palau Community College  
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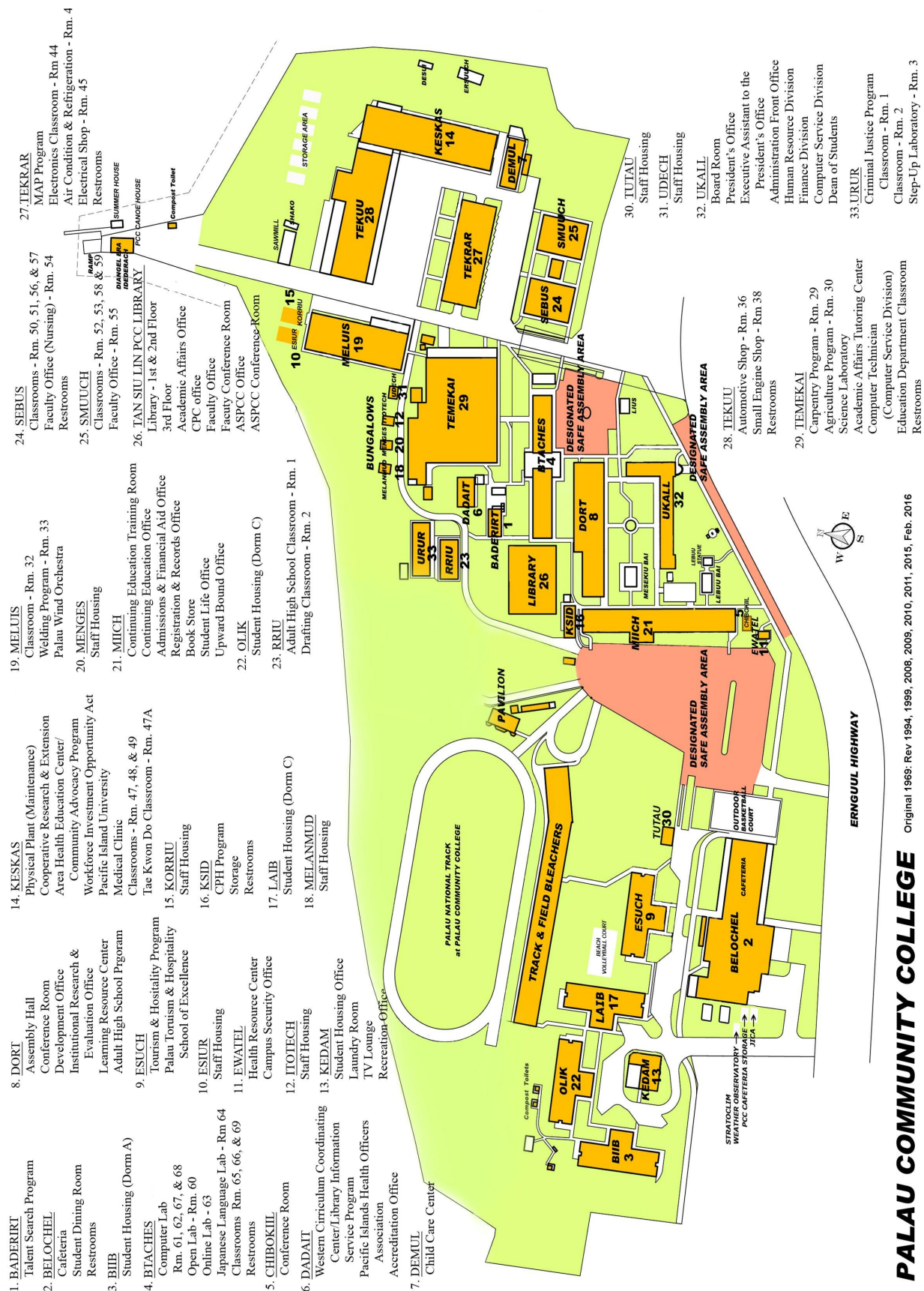
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BA 1983 and MA 1990, Marikina Institute of Science and Technology at Philippines

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BS 2004, Eastern Oregon University  
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BS 1974, Philadelphia College of Bible  
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# PALAU COMMUNITY COLLEGE

Original 1969; Rev 1994, 1999, 2008, 2009, 2010, 2011, 2015, Feb. 2016



## HIRE PCC GRADUATES!

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