

PALAU COMMUNITY COLLEGE ANNUAL REPORT 2022

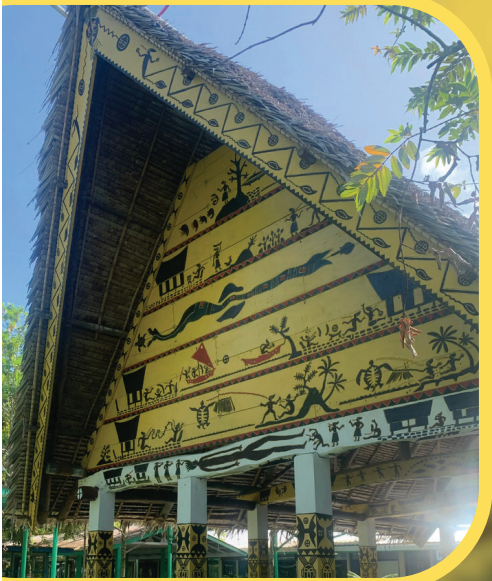


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PRESIDENT'S MESSAGE



We are pleased to report that the year 2022 has been a year of significant progress and success for our college, despite the challenges presented by the COVID-19 pandemic. We navigated the unprecedented disruptions of the past two years, our college community has shown remarkable resilience, creativity, and commitment to our shared values and fulfilling our mission.

Throughout the pandemic, we prioritized the health and safety of our students, faculty, and staff. We worked tirelessly to maintain the academic excellence and supportive community that defines

our college. Our faculty and staff quickly adapted to the challenges of COVID-19 recovery by implementing innovative pedagogical approaches, and leveraged new technologies to ensure that our students continued to receive a rigorous and engaging education right here in the beautiful island of Palau. We are grateful for the U.S. Federal Government grants that helped us in this endeavor.

In addition to our ongoing academic programs, we continue to upskill our in-house talent by ensuring that faculty and staff can earn degrees alongside their commitment to serve the college and its students. This has led to positive results both in and outside of the classroom. Our college has also partnered with other organizations that serve the greater Palauan community by fostering a culture of adult learning.

Looking ahead, I am confident that our college is in a better position to emerge from the pandemic stronger and more resilient. We are already seeing signs of recovery and growth, as our campus community returns to a sense of normalcy and our academic programs continue to excel, and we continue to recruit more students.

Our college is committed to building on this momentum and leveraging the lessons learned during the pandemic to create a more inclusive, sustainable, and forward-thinking institution. We will continue to invest in our faculty, staff, and students, providing the resources and support necessary to drive innovation and excellence in teaching, research, and service.

I am grateful to our entire college community for their tireless effort, dedication, and resilience during these challenging times. On behalf of the entire college, I want to thank the leadership of Palau for their unwavering support. Together, we have demonstrated our strength and commitment to our shared mission, and I am excited to see what the future holds for PCC.

Sincerely,

Patrick U. Tellei, EdD

BOARD OF TRUSTEES



Rev. Billy G. Kuartei
Chairman



Romana Wong
Vice Chairperson



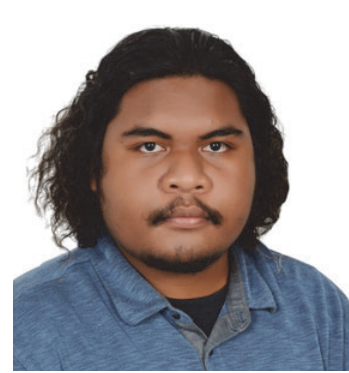
Emais Robert, MD
title



Kione Isechal
Secretary/Treasurer



Alvina Timarong
BOR Chairperson



O'Keef Rengiil Kokichi
Student Trustee

The Board of Trustees guides Palau Community College in carrying out its institutional commitment to meet its vision, mission, and to accomplish its goals set forth in the 15-Year Institutional Master Plan. The Board 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 for higher education opportunities to equip students with the academic skills needed to transfer to 4-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.

VISION & MISSION

VISION

WE STRIVE TO GUARANTEE QUALITY AND EXCELLENCE.

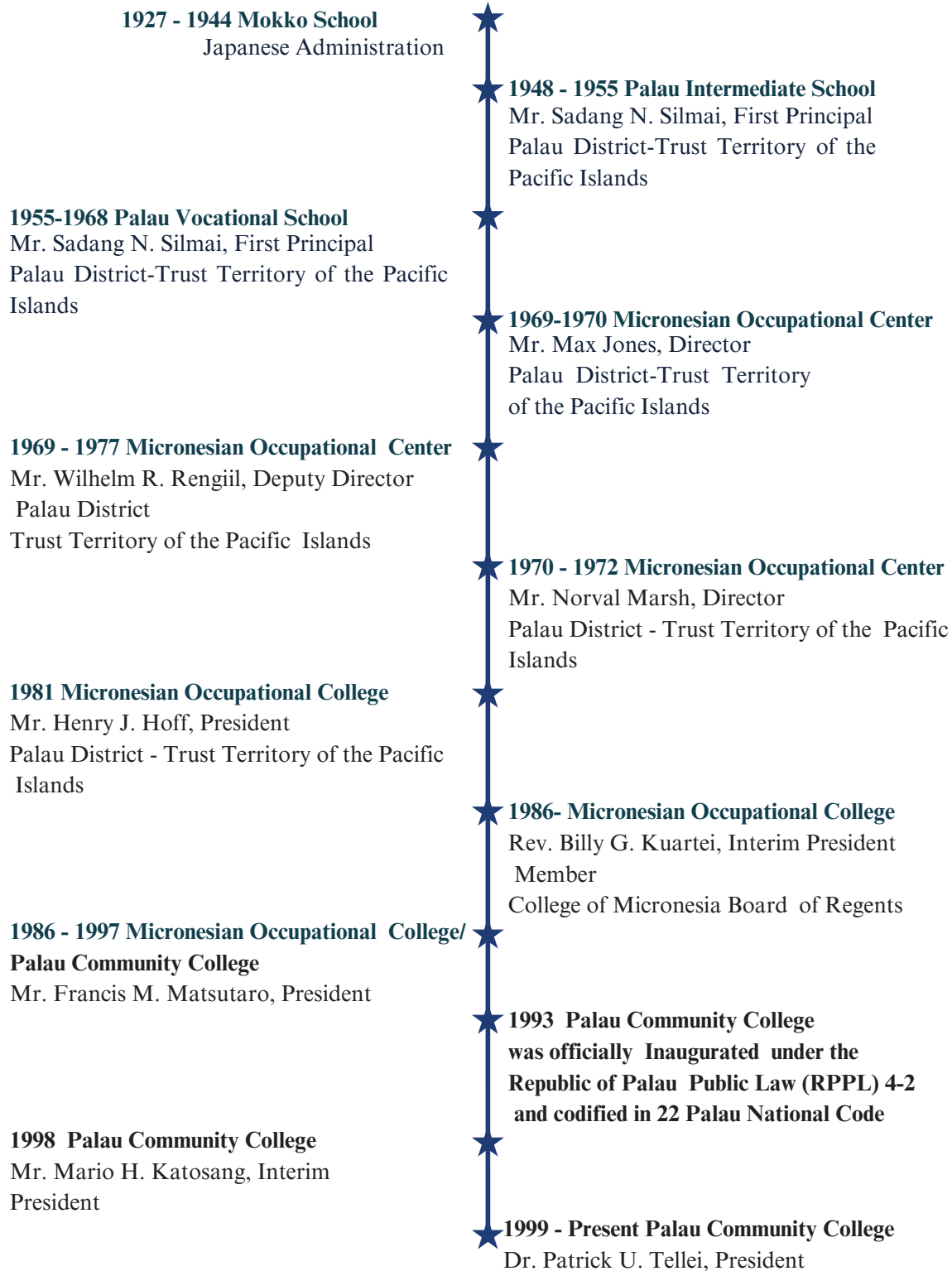
MISSION

PALAU COMMUNITY COLLEGE IS AN ACCESSIBLE COMPREHENSIVE 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.

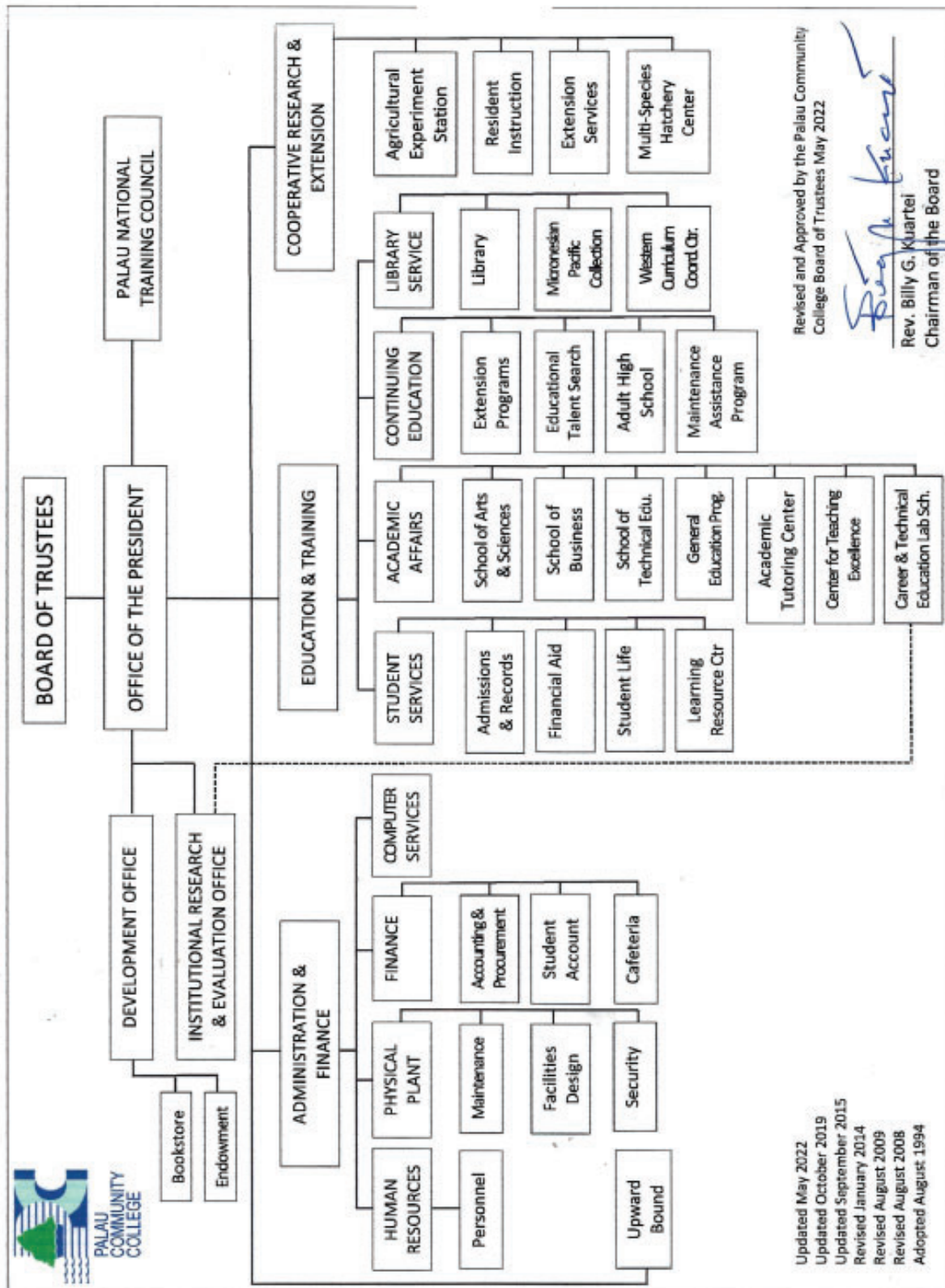
UNIFYING PRINCIPLES

- Teamwork - *Oba tal tekoi*
- Quality Services - *Kot el ngarbab lomeruul*
- Open Communication - *Diak a berrotel*
- Managing with Goals - *Uterkokl olengcheled*
- Promoting Leadership - *Oldubech a kedul a dereder*
- Integrity and Loyalty - *Melemalt e melangesmad*
- Community Ownership - *Tekoi el buai*
- Continuous Improvement - *Ouelangch er a melemolem el klungiolel a tekoi*
- Creativity and Innovation - *Sebrakl, ituuk, e melasm a tekoi*
- People and Respect for Others - *Omengull ra tang ma tang el chad*

HISTORY



ORGANIZATIONAL CHART



15-YEAR INSTITUTIONAL MASTER PLAN

2009-2024

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

Strategic Direction 1: Student Success

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

Strategic Direction 2: Institutional Culture

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

Strategic Direction 3: Resources

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

Strategic Direction 4: Culture of Evidence

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

INSTITUTIONAL LEARNING OUTCOMES



ILO 1: Critical Thinking & Problem Solving

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



ILO 2: Communication

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



ILO 3: Quantitative and Technological Competence

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



ILO 4: Diversity

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



ILO 5: Civic Responsibility

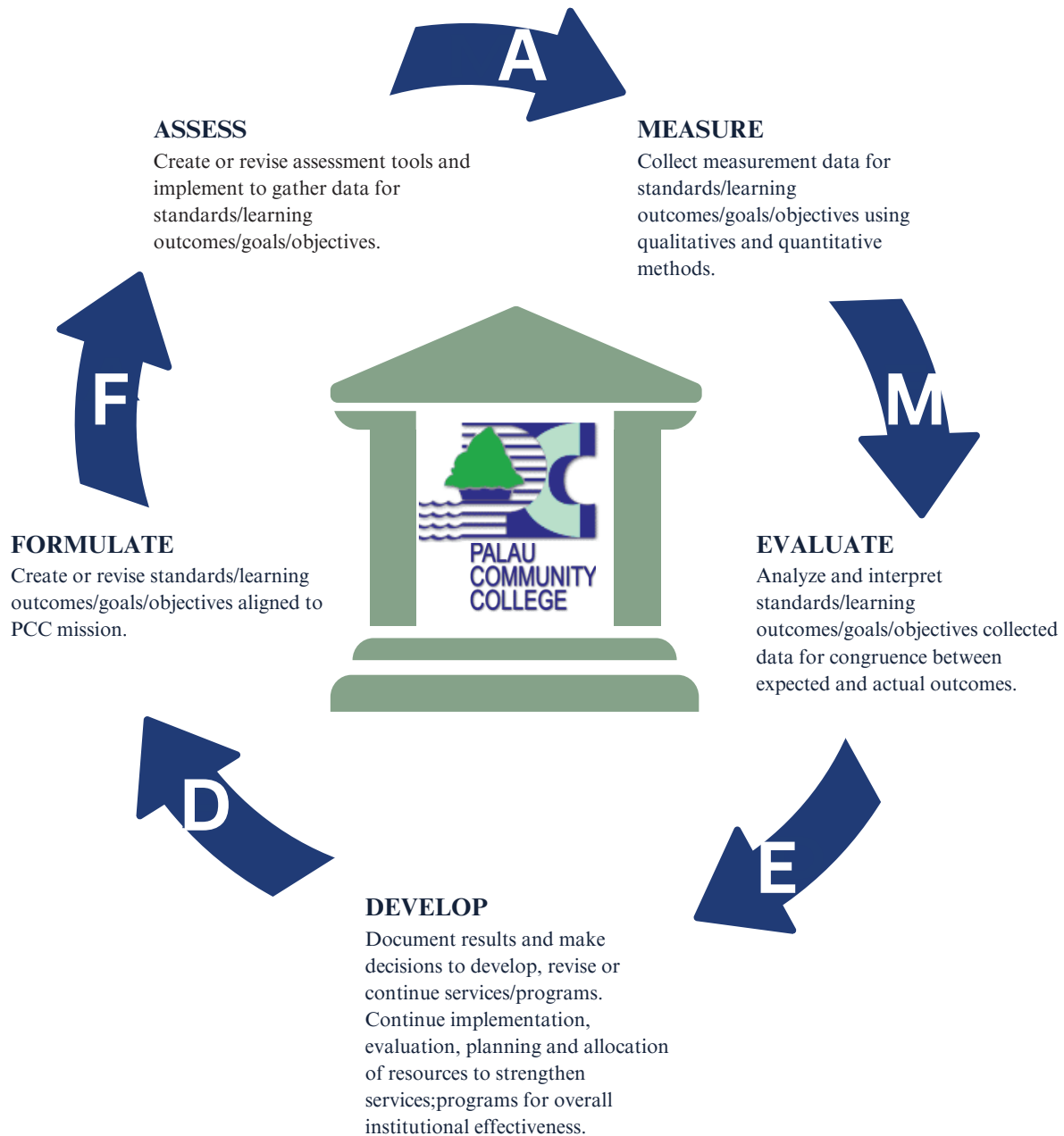
Apply the principles of civility and morality to situations in the contexts of a healthy family, work, community, environment and world.



ILO 6: Aesthetics

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

FAMED - INSTITUTIONAL ASSESSMENT & EVALUATION PROCESS



EXECUTIVE COMMITTEE (EXCOM)

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 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	<i>President</i>
Jay Olegeriil	<i>Vice President, Administration & Finance</i>
Christopher Kitalong	<i>Vice President, Cooperative Research & Extension (CRE)</i>
Deikola Olikong	<i>Dean, Academic Affairs</i>
Hedrick Kual	<i>Dean, Continuing Education</i>
Hilda Reklai	<i>Dean, Student Services</i>
Todd Ngiramengior	<i>Executive Asst to the President Director, Business Office</i>
Bruce Rimirch	<i>Director, Computer Services</i>
Debbie Ngiraibai	<i>Director, Finance</i>
Isumechraad Ngirairikl	<i>Director, Financial Aid</i>
Clement Kazuma	<i>Director, Physical Plant</i>
Tchuzie Tadao	<i>Director, Development Office</i>
Larry Wakakoro	<i>Director, Upward Bound</i>
Thomas Borja	<i>Director, AANAPISI/ Learning Resource Center (LRC)</i>
Jolene Joseph	<i>Director, Talent Search</i>
Lesley Adachi	<i>Director, Admissions & Records</i>
Marie Nabeyama	<i>Director, Human Resources (HR)</i>
Lyndon Masami	<i>Director, Cooperative Research & Extension (CRE)</i>
Pioria Asito	<i>Interim Director, Library</i>
Johvanna Yaoch	<i>President, Faculty Senate Association</i>
E-van Ongrung	<i>President, Classified Staff Organization</i>
Arianne Benhart	<i>President, Associate Students of Palau Community College</i>

OFFICE OF THE PRESIDENT

INSTITUTIONAL RESEARCH & EVALUATION OFFICE (IREO)

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, and program assessment including the design and development of surveys for decision-support research and evaluation.

Objectives and Services Performed

In FY 2022, IREO provided analytical, methodological, and statistical expertise to the college community, advice on research design, the creation and administration of surveys, and the creation of decision-support materials for the academic and administrative divisions of the college.

The Student Evaluation of Instructors was administered by IREO for all classes during the Fall and Spring semesters. The Institutional Effectiveness Survey (IES) was also administered to all registered students and college employees.

Course Assessments

At the end of the fall and spring semesters, faculty course assessments are submitted to IREO and are entered into the Nuventive Improve, an assessment program software. A new Improve platform will be released in Fall 2023, and in preparation for the new software, IREO staff attended a webinar in Spring 2022 to learn more about the new Platform and see a demonstration of its new features.

INSTITUTIONAL RESEARCH & EVALUATION OFFICE (IREO)

Institutional Publication

The 2021–2022 PCC Factbook, published by the office, gave data and facts about the college, its students, retention, graduation, financial situation, faculty, and staff. The fact book mainly uses data from the fall. It also includes trends in enrollment, retention, and graduation rates.



15-Year Institutional Master Plan Report Card

IREO collects information and updates the College 15-Year Institutional Master Plan Report Card (15YR IMP). The 15YR IMP Report Card is also presented during the college general assembly.

Institutional Set-Standards for Student Achievement (ISSA)

During the annual college convocation, IREO provided and presented a report on the college's institutionally established standards for student achievement for the academic year 2021–2022.

Integrated Postsecondary Education Data System (IPEDS)

Data for nationally mandated reporting requirements to the Integrated Postsecondary Education Data System were supplied and verified by the Institutional Research and Evaluation Office (IPEDS). IPEDS is a system of survey components that collects data from postsecondary education institutions. These statistics are used for policy creation and analysis at the federal and state levels, benchmarking and peer analysis at the institutional level, and college search assistance for students and parents.

INSTITUTIONAL RESEARCH & EVALUATION OFFICE (IREO)

ACCREDITING COMMISSION FOR COMMUNITY AND JUNIOR COLLEGES (ACCJC) THIRD PARTY COMMENT PROCEDURE

ACCJC's Third Party Comment allows an individual who wishes to make comments on an institution that is undergoing comprehensive review in the current semester and that is considered by the ACCJC at its next meeting, should use the Third Party Comment Form to provide any comment about the institution's quality of effectiveness, as well as, the basis of any provided comments. The Third Party Comment Form should include individual/group name, address, phone number, and email address. The Third Party Comment Form should be received by the Commission five weeks before the scheduled Commission meeting. Comments should be submitted as an attachment to accjc@accjc.org or mail to:

Accrediting Commission for
Community and Junior Colleges
10 Commercial Blvd., Suite 204
Novato, CA 94949

The Third Party Comment Form is available at the Office of the President and the Accreditation Office. For more information, please contact ALO Deikola or 778-6019.

OFFICE OF THE PRESIDENT

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. One is assigned to man the Bookstore on a regular basis.

Objectives

- Public Relations - To foster a positive image and perception of the college to the community through newsletters, annual reports, advertisements, college website, and local media outlets.
- Endowment - Seek to generate and utilize effective use of resources to increase the PCC Endowment Fund to \$10 Million by 2024 through: the college initiative of enrolling one new bi-weekly donor every week or fifty-two donors each year, sell tickets worth \$25,000 for every Thanksgiving Endowment Fundraiser, to increase pledges during the fundraiser, and to reach a \$50,000 goal an annual basis.

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.

DEVELOPMENT OFFICE

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 (result of economic decline)
2009	\$1.3 Million
2010	\$1.7 Million
2011	\$2.167 Million
2012	\$2.490 Million
2013	\$3.25 Million
2014	\$3.6 Million (\$50,000 - OEK)
2015	\$3.897 Million
2016	\$4.2 Million (\$50,000 - OEK)
2017	\$4.9 Million
2018	\$5.1 Million
2019	\$5.3 Million (\$75,000 - OEK)
2020	\$6.2 Million
2021	\$7.6 Million (\$75,000 - OEK)
2022	\$6.6 Million (\$75,000 - OEK)

DEVELOPMENT OFFICE

Annual Thanksgiving Endowment Fundraiser

Thank you Palau for supporting our Annual Thanksgiving Endowment Fundraising Event!

PCC ENDOWMENT BI-WEEKLY CONTRIBUTORS

Thank you Bi-Weekly Donors for Supporting our only Institution of higher learning!

Ngchesar State Gov't

Total Contributors: 1

Total Amount: \$135.00

Surangel & Sons Co.

Total Contributors: 8

Total Amount: \$350.09

Palau National Communications Corp.

Total Contributors: 16

Total Amount: \$896.00

Palau Shipping Company

Total Contributors: 7

Total Amount: \$1,035.00

Koror State Government

Total Contributors: 25

Total Amount: \$1,821.05

Palau Red Cross Society

Total Contributors: 1

Total Amount: \$53.90

Palau Community College

Total Contributors: 151

Total Amount: \$9,615.09

Melekeok State Government

Total Contributors: 1

Total Amount: \$104.00

Palau Public Utility Corp.

Total Contributor: 1

Total Amount: \$135.00

Social Security Adm.

Total Contributors: 5

Total Amount: \$788.50

Palau International Coral Reef Center

Total Contributors: 2

Total Amount: \$156.00

National Government (ROP)

Total Contributors: 569

Total Amount: \$36,943.12

Total Amount: \$96.00

Total Amount: \$26.00



*Photo: Students donating to
the Endowment Fund*

DEVELOPMENT OFFICE

PCC ENDOWMENT BI-WEEKLY CONTRIBUTORS



*Photo: Maris Stella student
donates to the Endowment Fund*



Photo: Winner of the 2022 Thanksgiving Endowment Grand Prize

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 Resources Division (HRD) is responsible for the recruitment, training, development and retention of PCC's 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

- Director of Human Resources - *Marie Nabeyama*
- Personnel Manager - *Harline Haruo*
- Secretary - *Amber Ngirakesau*

Together, these personnel work to provide HR related services in relation to human resources matters to perform HR division work meeting the expectations and need 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 2018, 2019, 2020, 2021 Standard III A completed
- Conduct Annual Convocation
- Renewed Moylan's Auto Insurance
- Renewed PCC Business Owners insurance Policy
- Thirty One (31) New Hires
- Eight (8) Retiree
- Zero(0) Deceased
- Twenty Three (23) Resigned
- Zero (0) Terminated
- Fifty Three (53) Contract Renewals
- One Hundred Seventy Eight (178) Annual Performance Evaluation

ADMINISTRATION & FINANCE

Finance Division

Mission

The Mission of the Finance Division 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 five (5) full-time personnel:

- Director of Finance – *Debbie O. Ngiraibai*
- Accountant/Business Office Supervisor – *Kristy U. Olkeriil*
- Student Account Supervisor – *Angie C. Fuentes*
- Accounts Receivable Technician – *Jade N. Mariur*
- Payroll Technician – *Taulima R. Inosencio*

Programs and Services

The Finance Division 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 Division continues to monitor and assess its supporting services for improvements. The Finance Division in addition welcomes Federal Work Study students and Upward Bound senior students to enhance their school experience by working as office aides allowing them to engage in the day to day office operations.

Professional Development

- Association of Pacific Island Public Auditors (APIPA) Conference
- Saint Mary's University of Minnesota Master's Program

ADMINISTRATION & FINANCE

Finance Division

Highlights

- The institution's Annual Comprehensive Financial Report for Fiscal Year 2021, conducted by our external auditor Burger Comer Magliari, CPA (BCM), was concluded in June 2022 with an unmodified audit report.
- Each year, the Association of Pacific Islands Public Auditors (APIPA) conference rotates within the Pacific Islands and hosted by the chosen member nation. Travel was restricted to many Pacific Island nations because of the Covid-19 pandemic, so for three consecutive years the conference was conducted virtually. Last year, all the staff from of the Finance Division managed to attend the 2022 APIPA virtual conference from August 28, 2022 through September 01, 2022 where each staff received their CPE certificates for the courses they've attended.
- As we continue to better our services, we also continue to strive for professional development. The Director of Finance Ms. Debbie O. Ngiraibai and Accountant & Business Office Supervisor Ms. Kristy Olkeriil are both currently pursuing their Accounting Master's Degree online from Saint Mary's University of Minnesota and are scheduled to complete the program in Spring 2024.
- During fiscal year 2022, the Finance Division processed, issued, and disbursed the following:

Purchase Orders – 2,614

Vendor Checks – 4,645

PCC Payroll Checks – 4,523

Student's Payroll Checks – 874

Internal Work Orders – 168

External Work Orders – 39

Travel Authorizations – 7

ADMINISTRATION & FINANCE

Computer Services

Mission

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

Major Accomplishments

October-December 2021

- Replace and rewire new Ethernet category 6 cable connections from online lab at Btaches building to nursing office at Sebus building. Also installed and configured new network, power over ethernet switches at both offices.
- Update local area network firewall subscription for the next three years, by installing, updating, and configuring local area network firewall subscription.

January 2022

Expand network connection to Tekrar building by Installing, configuring and updating Point to Multi-Point wireless connection devices from Behind Subus building to Map office at Tekrar Building and installed new network, power over ethernet switch and Wifi access point hub at Tekrar building and connect it to local area network and the internet.

February 2022

Replace and rewire ethernet category 6 cable connection to Deikola's office at Dadait Building. Install new network power over ethernet switch to replace the old network switch and expand network connection to Dr. Mclain and Ligaya's office by installing wifi access point hubs on both offices.

March 2022

Created new email account for student service new employee and added it to pcstaff group email. Created shared folder for Registrar Office at Miich building to share files and created login profile for existing and new users.

Created shared folder for Human Resource Development Office at Ukall building to share their files and created login profile for existing users.

Upgrade Unifi (wifi) network controller, and all connected wifi access point hubs to latest the firmware.

April 2022

Rearrange, rewire, install and configured new network power over ethernet switches at Business Office and connected their new desktop computers to shared printers and file servers. Also installed MIP sage software on their new desktop computers.

ADMINISTRATION & FINANCE

Computer Services

Major Accomplishments *Continued*

May – July 2022

- Configured and installed a new network power over ethernet switch at Continuing Education office (CE) to replace their old network switch.
- Expand ethernet wiring connection from CE office to Ibokill and installed Wifi access point hub at Ibokiil.
- Expand network wiring connection from faculty office to room Rm 65 at Btaches Building and installed wifi access point hub at room 65.
- Expand network connection Online lab 1st floor to room 68 on 2nd floor at Btaches Building and installed wifi access point hub at room 68.

May – July 2022

- Train an IT major intern students.
- Hired new Computer technician
- Installed and configured file server operating system and SQL software to new file servers for business Office.
- Migrating Financial aid data and application program from old server to new server. Also migrate their user account profiles, data files and windows active directory controller from old file server to new file server.

August 2022

Installed and configured network firewall, Unifi Wireless Server controller, network switches, and wifi access point hubs to newly installed Digital Subscriber line (DSL) line at CRE building at Ngarmeskang, Ngaremlengui and connect all their devices to local area network and the internet. Re-configured their network firewall and unifi server controller server to allow remote access from PCC campus to oversee their connection and network system status.

September 2022

Expand network connections to two new Upward Bound Math and Science (UBMS) office at Temekai building by installing and configuring wifi access point hubs on both offices and connect their new computers to local area network and the internet. Also installed and updated Micro Soft office software and computer anti-viruses on their computers as well as updating their windows operating systems.

ADMINISTRATION & FINANCE

Physical Plant

Service Area Functions

The Physical Plant works closely with all departments to improve campus environment that ensures safety and security and also conducive to student learning and success. Furthermore, the division carries out schedules maintenance daily tasks and implements campus improvement projects as set forth in the 15-years Institutional Master Plan.

1. Custodial Services
2. Ground Maintenance Services
3. Air Condition and Ventilation Services
4. General Maintenance Services
5. Sidewalks, Steps, and Parking Lots Repair and Repainting
6. Logistical Support for All Campus Events

Completed Projects

Demul Bldg. Day Care Center

- a. Change roof to Aluminum rib type roof
- b. Repair retaining wall at back of building
- c. Repaint inside and outside of building
- d. Change floor tiles and repair door/door jam
- e. Fix the damaged drainage

Tekuu Building -Tekuu Bldg.

Houses Auto Shop and classrooms, Small Engine Tech. Program shop and classroom also PCC Boats storage

- a. Change roof from tin roof to Aluminum rib type roof

Btaches Building 1st floor Classroom # 61, #62, #63 and #64

- a. Change vinyl tiles to ceramic tiles
- b. Repair window and door jam

Dorm Office & Security Office and Recreation Office

- a. Change tiles in offices to Ceramic tiles
- b. Repair door/door jam and window
- c. Change lavatory sink and change toilet
- d. Upgrade electrical wires and change Main Lug and breaker

Temekai Building Re-roofing Project

- a. Re-roof using Aluminum rib type roof

Renovation Projects

Renovate R & D Security House

Staff Housing Renovation Project

- a. Melangmud Unit 1: Paint inside building, Clean, Repair door/door jam and construct extension roof on stairs down to the Unit.
- b. Menges unit 1: change toilet and air conditioner also lots of cleaning inside the unit.
- c. Itochech Building: Renovate the whole unit also paint inside and outside of the building also fix retaining wall at back of the building
- d. Chudech Building: Renovate the whole unit, change roof to rib type roof and paint inside and outside of the building
- e. Esiur Unit 1: Clean inside building repair Door/door jam and window also paint inside unit and put new refrigerator
- f. Korrui unit 2: Paint inside and outside the Unit and repair sink faucet and drainage

Ngarachayamong Cultural Center

- a. Replace the old thatch roof

ADMINISTRATION & FINANCE

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.

Service Area Functions:

- Provide three healthy meals a day to students
- To provide catering services to college functions as well as promoting healthy eating
- Provide catering services to accommodate community requests
- To maintain a clean Cafeteria cooking and dining areas regularly

Personnel

PCC Cafeteria has seven (7) staff during 2021 – 2022:

Gurney Lee Umang, *Cook for 5 years, Food Service Supervisor for 3 years and 5 months, since April 1, 2019*

Oliver U. Teblak, *Cook for 7 years, Food Service Coordinator 2 year*

McKingstein Rivera, *Cook for 5 years, resigned August 19, 2022*

Eudora Lucio, *Cook for 3 years*

Kaleb Kotlob, *Cook for 3 years*

Quilva Isims, *Cook for 3 years*

Danielle Dachelbai, *Supply Clerk for 9 years*

Spring 2022, Students' Overall Satisfactory Rating of: 100%

Fall 2021, Students' Overall Satisfactory Rating of: 73.75%

Objectives

The college provides a survey for all services done in the college; such survey is conducted through the institutional effectiveness survey where the cafeteria unit has to achieve 60% or better of student ratings of satisfactory.

Purpose:

To improve the food and services at Palau Community College, Cafeteria; Assessment tools will be used to conduct and evaluate our services and use as a guide to ensure and improve meals, services and the service areas.

Present Initiatives in the Making:

Equip the cafeteria with new industrial appliance

ADMINISTRATION & FINANCE

Food Services

Accomplishments

DAILY TASKS

DAILY MEALS FOR STUDENTS DURING FALL 2021

Breakfast, Lunch & Dinner, 7 days a week – 16 dorm residents

DAILY MEALS FOR STUDENTS DURING SPRING 2022

Breakfast, Lunch & Dinner, 7 days a week – 6 residents

DAILY MEALS FOR STUDENTS SUMMER 2022

Breakfast, Lunch & Dinner, 7 days a week - 3 dorm residents

Services provided to each activity from October 2021 to September 30, 2022 at Palau Community College Cafeteria.

Various activities provided to inter departmental work orders.

*Number of Work orders performed: 159 * Number of Servings: 24,36+

Highlights of Activities

CHARTER DAY – 300pax

CHRISTMAS LUNCHEON – 250pax

ENDOWMENT, END OF THE YEAR GET TOGETHER – 400pax

GRADUATION DAY – 500pax

Various activities provided to outside work orders.

*Number of Work orders performed: 46 * Number of Servings: 2,857+

STUDENT SERVICES DIVISION

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 comprised of four service area units under the supervision of the Dean of Students: Office of Financial Aid, Admissions & Records, Student Life Unit and Learning Resource Center and/or Asian American and Native American Pacific Islander-Serving Institution (LRC/AANAPISI).

The units are managed by Directors that make up the management team and report to the Dean of Students. The Student Services Division has 5 professional staff and 18 classified staff that provides academic and non-academic support services to the students.

Programs/Services:

On September 14, 2022, an election for 2021-2022 Student Trustee and Associated Students of Palau Community College (ASPCC) officers and senators was held. Mr. O'Keef R. Kokichi was re-elected to the Board of Trustees at the College. Ms. Arianne Benhart became the President of ASPCC for the school year

2022-2023. A total of 14 officers and senators make up the ASPCC student government.



Photo: Associated Students of Palau Community College (ASPCC) with Dean Hilda Reklai

Photo: Swearing In Ceremony of ASPCC Officers



STUDENT SERVICES DIVISION

ADMISSIONS & RECORDS

Mission Statement:

Admissions & Records Office promotes the college's programs to prospective students through recruitment; admits and enrolls accepted students, as well as maintains the accuracy, integrity, confidentiality, and security of all students' academic records and ensures full compliance with all applicable federal and college regulations.

The service area is responsible for the admission and registration of students, and the evaluation and maintenance of student records. We strive to maintain the core values of the College, and perform our functions and processes with a focus on students. Our goal is to provide these services in an efficient and professional manner, with patience and understanding for the diverse population, we serve.

Goals:

- Recruitment: Promote the college programs & their requirements to prospective students to ensure a smooth transition for them to start their academic career.
- Admissions: To admit students who applied and meet admissions requirements.
- Enrollment/Registration: Register students for enrollment in the correct degree program requirements.
- Records: Maintain the accuracy, integrity, confidentiality, and security of all students' academic records.
- Customer Service: To provide students with the highest quality customer service.

Personnel:

Admissions & Records is staffed by the Director, one Administrative Assistant, and one Registration & Records Specialist. The student work-study is employed to meet increasing needs within the unit area.

The services provided by Admissions and records are numerous, a partial list of which is included here:

STUDENT SERVICES DIVISION

ADMISSIONS & RECORDS

The core functions of the Admissions & Records Office include:

- Answers customer inquiries regarding admissions and records policies, procedures and requirements
- Developing & executing a new students High School Recruitment for local & off-island
- Process applications for admissions of domestic and foreign students & issuing acceptance letters
- Provide information & assistance in person & over the phone to students, staff & the public related to procedures & policies.
- Registration of new and currently active students
- Maintaining the permanent academic record of all students
- Course Withdrawals/Clearance
- Process drop/add
- Enrollment Certification
- Grade processing & reporting
- Storage, maintenance & distribution of student records
- Evaluation of academic progress of degree candidates
- Ordering degrees, caps & gowns
- Processing change of major
- Process data requested from the campus community & outside agencies
- Process Graduation Applications
- Re-admission of students
- Reporting enrollment trends and students' data to MOE every semester
- Handles all requests by students & alumni for transcripts
- Perform evaluation of transfer credits
- Perform admissions and records clerical work with accuracy and attention to detail
- Proof of English Language of Instruction
- Scholastic Honors every semester
- Process Travel Grants for off-island students
- Science LSAMP Grant Reporting every semester
- Certify recipients of veterans Administration educational benefits
- Reporting enrollment to NSLDS
- FERPA
- PEDS & FISAP Reporting
- Cross-trained staff on all job-related duties and effective job processing

Professional Development:

No training or staff development attended during this period

All staff under the unit are members of the Pacific Association of Collegiate Registrar & Admission Officers (PACRAO). Director & Registration & Records Specialists are members of the American Association of Collegiate Registrar & Admission Officers (AACRAO) and Administrative Assistant & Registration & Records Specialists are members of the Classified Staff Organization.

Community Involvement:

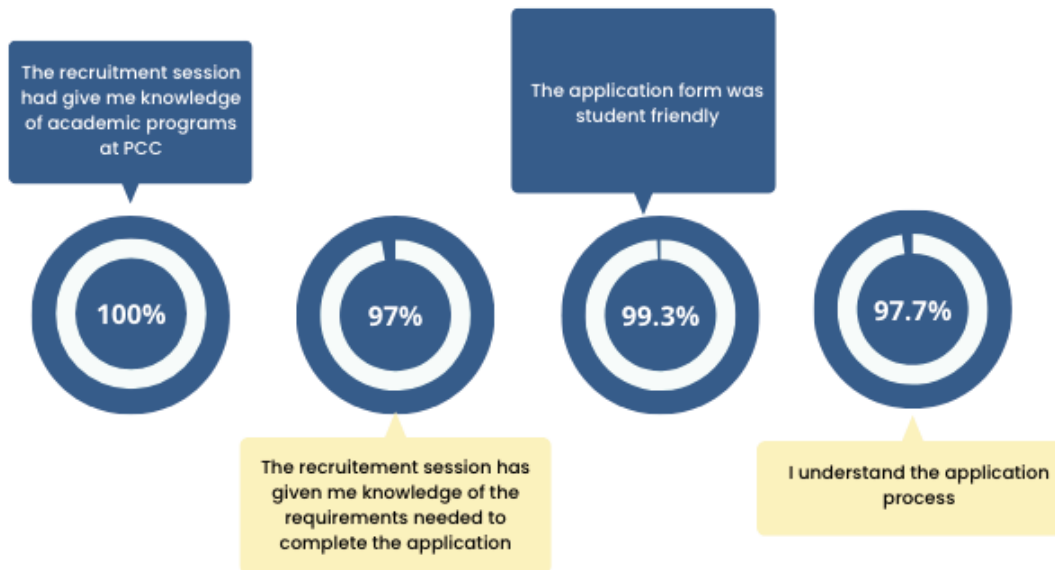
- Director of Admissions & Records is a member of the Retention Committee (RC); COSFA Committee; Institutional Standard for Student Achievement (ISSA) Committee; and member of Executive Committee
- All classified staff of the unit is active members of the Classified Staff Organization (CSO).
- Director of Admissions & Records is a member of the Aimeliik State Public Land Authority
- All unit personnel were members of the Graduation Committee.

STUDENT SERVICES DIVISION

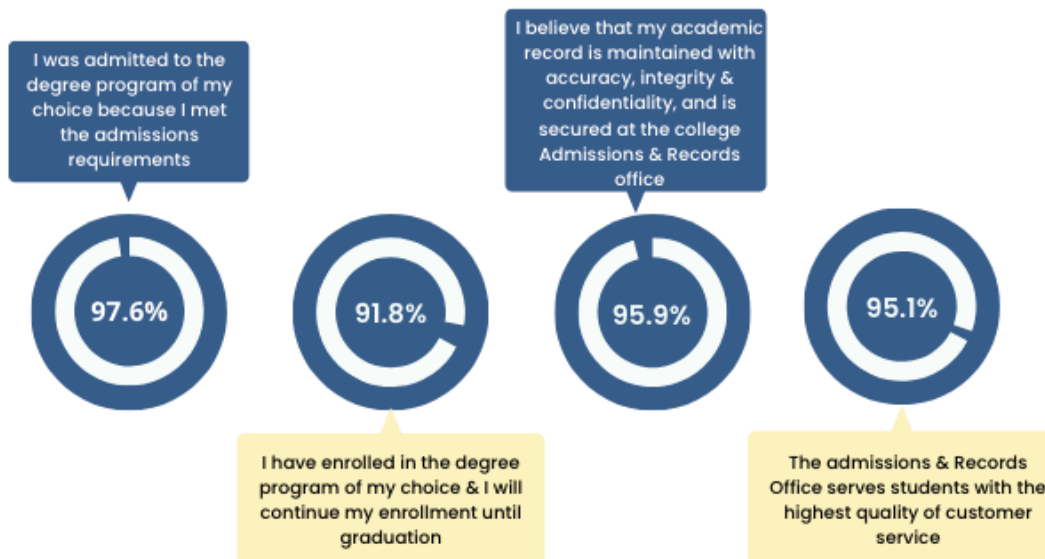
ADMISSIONS & RECORDS

Evaluation/Assessment for Future Improvements (program reviews)

HIGH SCHOOL RECRUITMENT SURVEY - 2020-2021



RESULTS OF THE INSTITUTIONAL EFFECTIVENESS SURVEY FOR STUDENTS (IES) FOR FALL 2021



STUDENT SERVICES DIVISION

ADMISSIONS & RECORDS

Trend of Enrollment

Fall 2022	454 a decrease from 525 in fall 2021
Spring 2022	471 an increase from 458 in spring 2021
Summer 2022	168 a decrease from 281 in the summer of 2021

Program Goals and Areas for Improvement

Plan, direct, coordinate, and review the work plan for Admissions and Records; meet with staff to identify and resolve problems; assign work activities, projects, and programs; monitor work flow; review and evaluate work products, methods, and procedures.

What is it about your unit that makes it different than other programs/services like yours?

The admissions & Records Office assist students before, during, and after their journey at PCC. Our client base is all current, past, and prospective students. Since Admissions and Records is typically the first point of contact with the College, we take great care in assuring that the quality of customer service we provide is nothing short of excellent.

OFFICE OF FINANCIAL AID

The Office of Financial Aid is responsible for administering federal student financial aid programs (Federal Pell Grant, Federal Supplemental Educational Opportunity Grant, and Work-Study Program) and State funds.

The Office of Financial Aid continues to provide the following services:

- Develop and Implement both financial and institutional policies and procedures in compliance with federal regulations and requirements.
- Process students' financial aid applications including but not limited to calculating need and awarding, making required Student Aid Reports (SARs) corrections, and monitor /track Pell Grant Life Time Eligibility Used (LEU).
- Provide appropriate financial aid counseling and orientation sessions to prospective and continuing students including parents.
- Prepare and process Federal and other reports including NSLDS Enrollment Reporting, Pell Grant Report, Annual Fiscal Operation Report, Higher Education Emergency Relief Fund Report, and the Integrated Postsecondary Education Data System Report.

STUDENT SERVICES DIVISION

OFFICE OF FINANCIAL AID

- Conduct outreach programs such as financial aid nights at local high schools in Palau every Spring Semester to increase awareness and understanding of federal student aid programs and requirements, and assist students in completing their applications.
- Develop/Update/Implement Federal Work-Study Job Placement process in compliance with Federal requirements.
- Evaluate Higher Education Emergency Relief Fund (HEERF) Student eligibility based on enrollment status and financial aid need status
- Higher Education Emergency Relief Fund Awarding

The Office of Financial Aid was able to hire a full-time Federal Work Study Coordinator and a full-time Administrative Assistant. During this time, both positions were the only vacant positions for the Office of Financial Aid. The following is a summary of all the financial aid awards issued in the school year 2021-2022.



Financial Aid Session at Assembly Hall

STUDENT SERVICES DIVISION

STUDENT LIFE UNIT

The Unit consists of three service areas: Counseling/Academic Advising, Student Housing (Dormitory), and Recreation. Student Life unit is responsible for and coordinates new student orientation, counseling, academic advising, student housing programs, and development and implementation of co-curricular and recreational activities for all students



Counseling/Academic Advising

The office consists of three counselors and one Administrative Assistant. The service area provides the following services and support to students learning.

The office provides students with personal counseling, vocational guidance, and social support. It also assists students to develop personal awareness and skills necessary to overcome problems and to grow and develop in a way that will allow them to take advantage of the educational opportunities at PCC. They also help students clarify their educational and career goals; helps provide or direct students to available resources; assist students in the selection of their courses and monitor students' academic progress. Students may either see advisors through scheduled appointments or on a walk-in basis at the Office of Student Life.

STUDENT SERVICES DIVISION

STUDENT LIFE UNIT

New Students Orientation- The office conducts New Student Orientation every semester to get new students oriented on all college offices and the services they provide, support services crucial for college students, and other needed information that a student needs to be aware of in order to survive college.

Registration- Advisors advise and assist all students to assure that they register for all needed courses every semester.

Advising- Advisors assist students in planning out their academic journey at the College by laying out each student's Individual Educational Plan (IEP) based on the student's long-term goal and work with the student to accomplish and reach the goal.

Student Progress Report (SPR)- SPR is submitted to advisors from the course instructor three times a semester (4th, 9th & 13th week of instruction) to inform advisors/counselors of the progress in each class that the student is enrolled. The purpose of the SPR reporting is to identify the students who are at risk of failing and assist or refer students to appropriate assistance to prevent failing.



STUDENT SERVICES DIVISION

STUDENT LIFE UNIT

Student Housing (Dorm): The college has three on-campus housing facilities for students which accommodate up to 137 student residents in single (limited), double, and triple occupancy rooms. The three residence halls are two-story concrete buildings. There are also a centralized T.V. lounge, recreational facility, and a laundromat to serve the residents. The housing facility and the programs are being facilitated by three Dorm Managers and one Dorm Secretary. The housing programs include the following:

- **New Residents Orientation:** The office conducts New Residents Orientation every semester to get new residents oriented on all of the housing and college policies and regulations and the services it provides to support the student's learning and to grow as an independent person. Because of the Covid-19 pandemic, there has been a decreasing number of students coming in from our neighboring islands (FSM and RMI). The residents eventually graduated and left with very few or none coming in so for the whole school year of 2021-2022 there was a total of 58 residents who stayed at the residents' housing.
- **The Resident Housing** also conducts a non-academic program to support their personal decision-making in a professional and caring manner:
- **Tuesday Night Program** takes place twice each semester where other agencies are invited to give a presentation that pertains to the growth and well-being of a young adult or a college student. As an of the past fiscal year, there were four Tuesday Night Programs that took place with a total of 56 resident participants (duplicated numbers).
- **Retreat** is another non-academic program that takes place once every school year where residents will attend an overnight retreat at a designated venue with staff as chaperones. Different agencies or organizations are invited to give a presentation that helps the residents in their well-being as college students. Due to Covid-19 restrictions, the residents' Retreat was canceled.

Recreation

The office is to provide recreational and sporting activities to broaden the college experience of the student and to enhance personal and social growth to ensure an academic achievement. The college provides co-curricular activities, athletic programs, and daily recreational activities for students, including interested faculty and staff. These activities are designed to enhance students' skills and abilities in academic, personal, and social well-being. Intramural basketball, volleyball, table tennis, billiards, and co-ed softball and table tennis tournaments are planned and organized at the beginning of each semester for all registered students.

Due to the Covid-19 pandemic, the service area has not conducted any recreational activities including intramural games and/or daily recreational activities.

STUDENT SERVICES DIVISION

STUDENT LIFE UNIT

Learning Resource Center/Asian American Native American Pacific Island Serving Institution LRC/AANAPISI)

The Learning Resource Center administered the Asian American Native and Pacific Islander-Serving Institution (AANAPISI) Program. The AANAPISI program was federally funded for a five-year cycle: 2020-2025, in the amount of \$1,250,000.00. 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.

For the school year 2021-2022, the Learning Resource Center (LRC) provided services including Instructions, Tutoring, Assisted Lab, Career/Transfer Counseling, PCC Placement Test, and Institutional TOEFL as Follows:

Tutoring -308

Institutional TOEFL- 0

Career Counseling/ Activities- 108

Computer and Study Lab – 326

PCC Placement Test - 237

Transfer Counseling/ Activities- 85

Annual Highlights

Students enrolled at PCC still utilize the Learning Resource Center either for technological access or tutoring.

LRC/AANAPISI funded a total of 2 PCC Sophomore students for their internship.

LRC/AANAPISI travel scholarship was awarded to 9 PCC Graduates who transferred to a four-year University.

Staff Development

Administrative Assistant Pauline Jerry is a member of the classified staff organization (CSO).

Career and Transfer Counselor Telbakes Yano is a member of the classified staff organization (CSO).

Community Involvement

LRC/AANAPISI Administrative Assistant is a member of the Special Education Advisory Council.

LRC/AANAPISI English Instructor is a Class Scholarship Reader for APIA

LRC/AANAPISI Career & Transfer is a member of the Palau Media Council

UPWARD BOUND PROGRAM

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

Services: Provides fundamental support to participants in their preparation for college entrance. The program provides opportunities for participants to succeed in pre-college performance and ultimately in their higher education pursuits. Upward Bound serves high school students from low-income families and high school students from families in which neither parent holds a four-year degree. The goal of Upward Bound is to increase the rate at which participants' complete secondary education as well as enroll in and graduate from institutions of postsecondary education.

Grant Update: UB program was in its fifth and final year of the five-year grant funding cycle 2017-2022 in the school year 2021-2022 with the total funding of \$424,200.00.

Objectives: There are six objectives for the UB program standardized by the U.S. Department of Education. All six objectives were successfully accomplished for the school year 2021-2022.

Academic Performance – Grade Point Average (GPA)

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

A total of 118 participants were served in project year 2021-2022, 107 or 91% of them had a cumulative grade point average of 2.5 or better on a four-point scale at the end of school.

Academic Performance of Standardized Test

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

Of the 118 program participants served, 24 of them were seniors with an expected high school graduation date in spring 2022. Out of the 24 seniors, 75% or 18 of them achieved at the proficient level in reading/language arts and math on the ACT assessment test.

UPWARD BOUND PROGRAM

Secondary School Graduation (rigorous secondary school program of study)

- Objective 4: 70% of all current and prior year UB participants who graduated from high school during the school year with a regular secondary school diploma will complete a rigorous secondary school program of study.

39 students who were admitted into the UB program had an expected graduation date in 2022. All 39 or 100% 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 UB participants who graduated from high school during the school year with a regular secondary diploma 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).

Of the 39 current and prior participants who had an expected graduation date in 2022, 79% or 31 of them enrolled in various colleges and universities at the end of project year in August 2022 with 27 of them attending Palau Community College.

Postsecondary Completion

- Objective 6: 30% of participants who enrolled in a program of postsecondary 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 by deferred enrollment, will attain either an associate's or bachelor's degree within six years following graduation from high school.

A total of 26 prior participants enrolled in a program of postsecondary education in fall 2016. 38% or 10 of them have successfully completed either an associate or bachelor's degree.

UPWARD BOUND PROGRAM

Participants:

- **Number of high schools served: Five**
- **Number of participants served: 118**
- **Number of participants at each grade level:**

9th Grade : 32
10th Grade : 33
11th Grade : 29
12th Grade : 24

- **Number of UB participants at each target school:**

High School Number

Belau Modekngai School : 10
Emmaus Bethania High School : 7
Mindszenty High School : 10
Palau High School : 85
Palau Mission Academy : 6

Personnel:

Program employed seven (6) full time and nine (16) part-time staff to administer its services to participants during the project year.

Professional Development:

In school year 2021-2022, the program staff attended the following staff training opportunities sponsored by the college as well as TRIO Organizations:

- PCC Convocation
- Accreditation Training
- Western Association of Educational Opportunity Personnel (WESTOP) Conference
- Council for Opportunity in Education (COE) Conference



ACADEMIC AFFAIRS DIVISION

Mission

The Academic Affairs Division is responsible for high-quality instruction in both vocation 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 training.

Functions

- o 21 Degree Programs
- o General Education Program – Seven Academic Departments
- o 12 Accredited Certificate Programs
- o RPPL 9-22 & RPPL 10-43 Certificate Programs
- o Career & Technical Education (CTE) Lab School
- o Academic Tutoring Center (ATC)
- o Center for Teaching Excellence
- o Belau Childcare Center (PCC Day Care)

21 Degree Programs

I. Two-Year Degree Programs

- Associate of Applied Science (AAS)
- Associate of Science (AS)
- Associate of Arts (AA)
- Associate of Technical Studies (ATS)

II. School of Arts & Sciences Degree Programs

1. Agricultural Science (AG)
2. Criminal Justice (CJ)
3. Community & Public Health (CPH)
4. Environmental & Marine Science (ES)
5. Liberal Arts (LA)
6. Library Information Services (LS)
7. Nursing (NU)
8. Palauan Studies (PW)
9. Science, Technology, Engineering, Mathematics Disciplines (STEM)



ACADEMIC AFFAIRS DIVISION

October 1, 2021 – September 30, 2022

III. School of Business Degree Programs

1. Business Accounting (BA)
2. Business Administration (BU)
3. Information Technology (IT)
4. Office Administration (OA)
5. Tourism & Hospitality (TH)

IV. School of Technical Education Degree Programs

1. Air-Conditioning & Refrigeration (AC)
2. Automotive Technology (AT)
3. Construction Technology (CT)
4. Electrical Technology (ET)
5. General Electronics Technology (GE)
6. Small Engine & Outboard Marine Technology (SE)

V. General Education Program Academic Departments

(Supports the general education requirements of the 21-degree programs)

1. English (EN)
2. Health & Physical Education (HP)
3. Mathematics (MA)
4. Music/Fine Arts (MU)
5. Other Languages (OL)
6. Sciences (SC)
7. Social Sciences/Humanities (SS/HUM)

The 21-degree programs are accredited by the Accrediting Commission for Community and Junior College, Western Association of Schools and Colleges (ACCJC-WASC). Detailed information of the 21-degree programs are available in the College General Catalog 2020-2024, pages 56 – 81.

AG Program: This program is designed to equip students with employable skills/knowledge or for the pursuit of a higher education in the field of agricultural science. Types of degrees – AAS & AS			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 20	Spring 2022: 16	Summer 2022: 5	4

AC Program: 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. Type of degree - AAS			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 2	Spring 2022: 2	Summer 2022: 0	0

ACADEMIC AFFAIRS DIVISION

AT Program: 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. Type of degree – AAS.

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 30	Spring 2022: 28	Summer 2022: 11	10

BA Program: This 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. Type of degree - AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 23	Spring 2022: 19	Summer 2022: 7	3



BU Program: This 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. Type of degree - AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 56	Spring 2022: 45	Summer 2022: 14	8

CJ Program: This program is designed to provide students with knowledge, skills and proper work habits/attitudes necessary for employment or for the pursuit of a higher education in the field of criminal justice. Type of degree - AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 26	Spring 2022: 28	Summer 2022: 9	3

CPH Program: This Associate of Science Degree Program in Public Health is designed to provide students with knowledge and skills, necessary for employment or for pursuit of a higher education in the field of public health. Type of degree – AS / Tracks – (1) Community & Public Health (2) Emergency Health Management

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 11	Spring 2022: 11	Summer 2022: 0	2

ACADEMIC AFFAIRS DIVISION

CT Program: 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 carpenters, masons, plumbers, private contractors, hardware store clerks, and other related construction work. Type of degree - AAS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 40	Spring 2022: 41	Summer 2022: 5	10

ED Program: 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. Type of degree – AS / Tracks – (1) Early Childhood Education (2) Elementary Education (3) Special Education (4) Secondary Education

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 30	Spring 2022: 18	Summer 2022: 8	4



ES Program: 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. Type of degree - AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 18	Spring 2022: 17	Summer 2022: 2	1

ET Program: 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. Type of degree - AAS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 9	Spring 2022: 8	Summer 2022: 3	2

ACADEMIC AFFAIRS DIVISION

GE Program: This program is designed to provide students with technical knowledge, skills and proper work habits/attitudes necessary for employment in the field of electronics. The program prepares students to work and advance in their careers in positions such as electronic technicians, assemblers, testers, parts counter salespersons, or operators of their own electronic parts distributor establishments or service and repair shops. Type of degree – AAS & AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 13	Spring 2022: 14	Summer 2022: 4	5

IT Program: 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. Type of degree - AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 24	Spring 2022: 26	Summer 2022: 6	4

LA Program: 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. Type of degree - AA

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 103	Spring 2022: 82	Summer 2022: 26	11



LS Program: 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. Type of degree – AAS & AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 1	Spring 2022: 3	Summer 2022: 1	0

NU Program: 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. Type of degree – AAS & AS

S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 33	Spring 2022: 31	Summer 2022: 6	3

ACADEMIC AFFAIRS DIVISION

OA Program: 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. Type of degree – AAS			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 19	Spring 2022: 18	Summer 2022: 3	2

PW Program: 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. Type of degree – AAS			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 1	Spring 2022: 2	Summer 2022: 0	0

SE Program: 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. Type of degree – AAS			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 13	Spring 2022: 14	Summer 2022: 3	3

STEM Program: 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. Type of degree – AA			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 5	Spring 2022: 5	Summer 2022: 2	1

TH Program: 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. Type of degree – AS & AAS / Tracks – (1) Tour Services (2) Food and Beverage (3) Hotel Operations (4) Hospitality Management			
S.Y. 2021-2022 Enrollment			Graduates
Fall 2021: 41	Spring 2022: 38	Summer 2022: 11	5

ACADEMIC AFFAIRS DIVISION

12 Accredited Certificate Programs

The 12 accredited certificate programs are accredited by the Accrediting Commission for Community & Junior Colleges, Western Association of Schools and Colleges (ACCJC-WASC). Detailed information on the 12 certificate programs is available in the College General Catalog 2020-2024, pages 82 – 86 as well as under the Gainful Employment at <https://www.palau.edu>. During School Year 2021-2022, there was only one (1) student but the student enrolled four (4) different certificate programs.

1. General Agriculture
2. Horticulture
3. Automotive Air-Conditioning Servicing - 1
4. Engine Servicing -1
5. Power Train Servicing - 1
6. Undercarriage Servicing - 1
7. Carpentry
8. Law Enforcement
9. Commercial/Industrial Wiring
10. Motor/Motor Control
11. Consumer Electronics Technology
12. Industrial Control Technology

RPPL 9-22 & RPPL 10-43 Certificate Programs:

The program herein is in response to RPPL 9-22 which was passed into law on April 24, 2014, through the stated Act and amended through RPPL 10-43, signed on December 11, 2019. This Act is “To invest in a skilled Palauan citizen workforce by mandating the creation of a vocational certification program at the Palau Community College and creating a tax incentive for businesses to hire the said vocationally certified students and for other related purposes”. Detailed information on the RPPL 9-22 & 10-43 certificate programs are available in the College General Catalog 2020-2024 on pages 87 – 93.

The following non-accredited certificates may be awarded to students completing the RPPL 9-22/10-43 certificate programs.

Certificates of Competence (non-high school graduate)

1. Construction
2. Automotive
3. Outboard Motor/Small Engine

ACADEMIC AFFAIRS DIVISION

Certificates of Completion (high school graduate)

1. Construction
2. Automotive
3. Outboard Motor/Small Engine

Certificates of Mastery (PCC graduate)

(With Number of Certificates Awarded in S.Y. 2021-2022)

1. Automotive Mechanics Technology - 8
2. Construction Technology - 10
3. Electrical Technology - 2
4. General Electronics Technology - 5
5. Information Technology - 4
6. Small Engine/Outboard Marine Technology - 3
7. Tourism & Hospitality – 5

Career & Technical Education (CTE) Lab School

The school was established in 2017 and this school year is its fifth year of implementation. There is a total of 30 students enrolled in the school. In the summer 2022, seven (7) students graduated with a high school diploma and a degree in Construction Technology, Associate of Applied Science. One of the students was being recruited to the military, another two are currently employed at Palau Community College – one as a Recreational Personnel and the other an assistant instructor for the Construction Technology Program replacing the previous one from the previous year who left off-island for good. The remaining four (4) students are pursuing a higher-level degree in their field outside of Palau in Guam and Hawaii. Five (5) students are scheduled to graduate in the spring/summer of 2023. Eight (8) of the students continue their degree program with different graduation dates. At the high school level of the program, (7) students in the 12th-grade level and (8) students at the 10th-grade level. The school continues every summer to recruit and admit ten (10) elementary school recent graduates who are interested in the field of construction. The school is a four-year program, the schedule below identifies each semester's coursework of the (4) four years.

Year One		Year Two		Year Three		Year Four	
1 st Fall	1 st Spring	2 nd Fall	2 nd Spring	3 rd Fall	3 rd Spring	4 th Fall	4 th Spring
9 th grade	10 th grade	11 th grade	12 th grade	1 st fall	1 st spring	2 nd fall	2 nd spring
			High School Diploma	1 st -year college student	1 st -year college student	2 nd -year college student	2 nd -year college student /College Degree

ACADEMIC AFFAIRS DIVISION

Academic Tutoring Center (ATC)

The Academic Tutoring Center provides instructional services to support student success. Instructional services include but not limited to Instruction and Tutoring; Online Tutoring Site; Computer Lab/Research; and Study Area. More detailed information of the Academic Tutoring Center can be found at <https://pcconline.palau.edu>. The ATC serves all students of Palau Community College. Professional and peer tutors are available through an instructional assistant and students as peer tutors.



Center for Teaching Excellence

The Center for Teaching Excellence was established in the spring of 2018. The purpose of the Center is to provide technology support to assist faculty when using information from the world wide web to support their teaching and student learning. Such teaching support includes the wide education training available on YouTube; online videos; e-research literature; and other instructional support such as Math for Mechanics and Nursing Virtual Simulation. The Center also provides training to faculty in the use of technology to support the different approaches to learning. Such approaches include but are not limited to distance education learning (online and hybrid) as well as virtual learning (Zoom and Google classroom).



ACADEMIC AFFAIRS DIVISION

Belau Childcare Center (PCC Day Care):

The Belau Childcare Center (Day Care) is a consortium partnership effort between Palau Community College, Palau Community Action Agency, and the Ministry of Health. The purpose of the Program is to assist low-income/no-income student-parent who may need childcare assistance for their children while they are attending Palau Community College pursuing higher education. Day Care Center is open on Mondays to Fridays except for weekends and holidays at 8:00 am to 5:00 pm. During 2021-2022, there were 45 students and five (5) teachers and assistant teachers.



2021-2022 Academic Affairs Division Highlights

- Three Students joined The One Ocean Expedition 2021 - 2023: A circumnavigation by the Norwegian tall ship Statsraad Lehmkuhl Palau students for a voyage to Japan -Aug 27, 2022. The One Ocean Expedition is a recognized part of the UN Decade of Ocean Science for Sustainable Development.
- Integrating Smart TV into Teaching, August 2022
- The College hired an additional Social Science instructor to the Social Science Dept., August 2022.
- The College hired an instructional assistant for the Construction Technology Program, August 2022.
- The College hired an additional Welding instructor for the Welding course, August 2022.
- Faculty & students celebrated and Observed on September 16th Friday; the United States Constitution Day on September 17, 2022 (Saturday).
- Three Students and 1 Instructor attend The International Coral Reef Symposium (ICRS) in Bremen, Germany-July 2022
- Five students traveled to Kansai Region on Honshu, Japan for the Agricultural Science program, in September 2022
- Agricultural Science Program and Science Department continue to operate their program/department with financial support from USDE & USDA.
- Fall 2022 LSAMP Data Camp participation in partnership with Chaminade University – Oct-Nov, 2022

ACADEMIC AFFAIRS DIVISION

Faculty members attended the following training during 2021-2022

Fall 2021	Spring 2022	Summer 2022
<p>Institutional Effectiveness Training, August 3, 2021, by the College Institutional Research & Evaluation Office</p> <p>College Convocation (general assembly), August 13, 2021</p>	<p>Technology Mini-training, January 20, 2022, by the Center for Teaching Excellence</p> <p>Two faculty attended a training on the Installation, Operation, and Maintenance of HF and VHF Radio by NEMO on February 2-8, 2022</p> <p>ACCJC Webinar on Changes on Distance Education was attended by Media Specialist, IT Faculty, Associate Dean and Dean of Academic Affairs on March 15, 2022</p> <p>Two faculty attended training on <u>Renewal</u> Energy Mini-Grids on March 29-31, 2022 by PPUC and Pacific Centre for Renewable Energy and Energy Efficiency.</p>	<p>Full-time instructors are off during the summer from June 1 to July 31, 2021 (10-2 contracts).</p> <p>Fall 2022 (August – September 30, 2022)</p> <p>Institutional Effectiveness Training, August 10, 2022, by the College Institutional Research & Evaluation Office</p> <p>College Convocation (general assembly), August 12, 2022</p>

Palau Community College
MESEKIU'S NEWS
Friday, September 02, 2022 Weekly Newsletter Volume 24, Issue 35

PALAU STUDENTS JOIN VOYAGING EXPEDITION TO JAPAN ON STATSRAAD LEHMKUHL



Top Left: Yuji Chibana, Macy Mekili Nagata, ROP President Surangel Whipps, Jr., Dean JR Rudimich, Bryce K. Bonaccacio, Associate Professor of EMS/Rising Roberts, and PCC President Dr. Patrick U. Tellei

On August 25, 2022 four Palau Community College (PCC) students were selected to participate in a sixteen (16) days, life changing journey, voyaging journey to Yokohama, Japan on a 322 feet Statsraad Lehmkuhl ship. PCC Environmental Marine Science students and one Information Technology student will join this leg of journey to Japan. Students are Bryce Keruul Bonaccacio, Macy Mekili Nagata, Yuji Chibana, and Dean JR Rudimich. Another Palauan students who is currently pursuing her master's degree in Marine Biology at the University of Ryukus, Ms. Meangeldil Ayal Azuma Malsol will join the expedition as well. The students departed Palau on August 27 and will arrive in Yokohama, Japan on September 12, 2022. The circumnavigation by the Norwegian ship, Statsraad Lehmkuhl is part of the "The One Ocean Expedition 2021-2023". One Ocean Expedition is a recognized part of the United Nations Decade of Ocean Science for Sustainable Development. The goal is to create attention and share knowledge about the important role of the ocean for sustainable development in a global perspective. This circumnavigation is a twenty month long journey around the globe.

VOYAGING EXPEDITION CONTINUED ON PAGE 2

Top Right: UH Manoa Dean of College of Social Sciences Dr. Konan Visits Campus



Top Right: UH Manoa Dean of College of Social Sciences Dr. Konan Visits Campus

On August 26, 2022 Dr. Denise E. Konan from University of Hawaii at Manoa College of Social Sciences met with PCC President Dr. Patrick U. Tellei, Dean of Academic Affairs Deikola Olikong, Associate Dean of Academic Affairs Marianne Temangil, Dean of Students Hilda N. Reklai, and Dean of Continuing Education Hedrick Kaul to discuss future partnership on college academic programs and services.

PCC Hosts NoonTime Seminar with Former ROP President Johnson Toribiong



Bottom Right: Dean Hedrick Kaul, Irene Olikong, Johnson Toribiong, Olympia Mores, Julia Tellei, Elcrista Mores, and Todd Ngramangue

Palau Community College is an accessible comprehensive 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.

FACULTY SENATE ASSOCIATION

The Faculty Senate Association conducted the following activities in 2022:

1. Held monthly meetings as stated in its bylaws
2. Awarded the 2nd half of SY2021-2022 FSA Scholarship
3. Awarded FSA Spring 2022 Graduation Awards
4. Held its end of the year luncheon for all members
5. Submitted its Annual Report of the Year 2021 to the Office of the Registrar of Corporations
6. Awarded the 1st half of SY2022-2023 FSA Scholarship
7. Sold PCC Endowment tickets to FSA's biggest supporter, Ngaramaiberel Women's Group of Koror
8. Assisted with the PCC Charter Day 2022 activities (sign-in for President's Walk/Run and distribution of food to participants)
9. Assisted with the College's celebration of the US Constitution Day

On Friday, November 4, 2022, the PCC Faculty Senate Association awarded its School Year 2022-2023 Scholarship recipients. Congratulations to all the scholars!

PCC FSA Freshmen Scholar:

1. Ulyana P. F. Madlutk

PCC FSA Sophomore Scholars:

1. Emmanuel O. Adaba
2. Raeliana Angela Merced Macasieb



On Friday, March 11, 2022, the PCC Faculty Senate Association awarded the second half of the FSA SY 2021-2022 Scholarship. Congratulations to all the scholars!

PCC FSA Freshmen Scholars:

1. Karly Elilai Madrangchar
2. Emmanuel Onomharhe Adaba

PCC FSA Sophomore Scholars:

1. Camille Ililau
2. Caren Castello

FACULTY SENATE ASSOCIATION

Awarding of 2022 PCC Top Three Graduates



First Award: Kazumi Chibana



Assisted with PCC's Celebration of US Constitution Day



Assisted with PCC Charter Day 2022 Activities



CONTINUING EDUCATION DIVISION

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 organizations to assess training needs and establish program sponsorship.

Provide appropriate and effective apprenticeship programs.

Provide crash courses to support in-service training to newly hired teachers who lack the basics in teaching skills.

The division oversees the Adult High School and Educational Talent Search programs which provides 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 20 sets of training to the different age groups of clients for the year 2022. Total of 628 clients benefited from the trainings. In Summer and September of 2022 Continuing Education Division conducted reinforcement courses aligned with the objectives of the Ministry of Education's students learning targets for 3rd to 8th grade. Courses offered were Singapore Math, English Reading and Writing, Palauan Orthography, Marine Science, and Basic Art. Participants are students from both Private and Public Elementary schools of Palau.

With collaboration between PCC, Ministry of Health, Caregiver Training continued to be offered. Continuing Education Division Training Rooms also hosted numerous meetings, which include College students' organizations, College divisions and departments, and national government agencies as well.



Dean Kual with Intercession Program Students

CONTINUING EDUCATION DIVISION

Trainings Conducted from October 1, 2021 to September 30, 2022						
No.	Training/Workshop	Date	Hours	# of Participants	Instructor/Trainer	Participating Agency
1	PPE, Body Temperature Assessment, CPR and Stop the Bleed Training	Dec-21	8	47	Kayla Rebluud, Neithan Adelbai, and Mechuadech Sebalt	Various Private & Government Agencies
2	Customer Service Training	Dec-21	8	46	Motol Brell & Marka Rur Gibbons	Various Private & Government Agencies
3	PPE, Body Temperature Assessment, CPR and Stop the Bleed Training	Feb-22	8	46	Kayla Rebluud, Neithan Adelbai, and Mechuadech Sebalt	Various Private & Government Agencies
4	Customer Service Training	Feb-22	8	74	Motol Brell & Marka Rur Gibbons	Various Private & Government Agencies
5	Introduction to Fashion Design (Sewing Class)	Jun-22	20	14	Lorraine Alene Tellei	Community
6	SKP Singapore Math	Jun-22	30	62	Lady Ngiratkakl, Emadech Oiterong, & Kayleen Joseph	Students
7	SKP English Reading and Writing	Jun-22	30	57	Lady Ngiratkakl, Emadech Oiterong, & Stephanie Adelbai	Students
8	SKP Palauan Orthography	Jun-22	30	30	Lady Ngiratkakl & Stephanie Adelbai	Students

CONTINUING EDUCATION DIVISION

Trainings Conducted from October 1, 2021 to September 30, 2022 <i>Cont'd</i>						
No.	Training/Workshop	Date	Hours	# of Participants	Instructor/Trainer	Participating Agency
9	Marine Science	Jun-22	30	19	Pheobe Sengebau	Students
10	Basic Art	Jun-22	30	35	Kayleen Joseph	Students
11	Basic Music	Jun-22	30	12	Howard Charles	Students
12	Caregiver	Aug. 08 -12	15	25	Dr. Osarch, Dr. Reddin, Jason Nolan, and Vanessa Espangel	Community
13	Caregiver	Aug. 15-19, 2022	15	13	Dr. Osarch, Dr. Reddin, Jason Nolan, and Vanessa Espangel	Community
14	Caregiver	Aug. 22-26, 2022	15	14	Dr. Osarch, Dr. Reddin, Jason Nolan, and Vanessa Espangel	Community
15	IKP Singapore Math	Sept. 26-Oct.07	9	16	Lady NgiratkakL & Emadech Oiterong	Students
16	IKP English Reading and Writing	Sept. 26-Oct.07	9	21	Lady NgiratkakL & Emadech Oiterong	Students
17	IKP Palauan Orthography	Sept. 26-Oct.07	9	18	Lady NgiratkakL & Emadech Oiterong	Students
18	Marine Science	Sept. 26-Oct.07	9	3	Pheobe Sengebau	Students
19	Basic Art	Sept. 26-Oct.07	9	14	Kayleen Joseph	Students
20	Introduction to Palauan Studies Program (The Constitution of the Republic of Palau)	Sept. 24	8	62	President Patrick U. Tellei, EdD	
	TOTAL		330	628		

CONTINUING EDUCATION DIVISION

EDUCATIONAL TALENT SEARCH (ETS)

Mission Statement:

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 five (5) full-time staff who oversee the implementation of activities and services. They are:

Project Director Clara Maile Andreas Academic Advisor Angelio Anthonio
Assistant Director Jolene Joseph Administrative Assistant Akilina Maeck
Counselor Lakolani Olingellel

Program and Services:

This Budget Year 2021-2022 is the first year of the fifth cycle of our federal grant. We serve seven (7) elementary schools and three (3) high schools in accordance with the guidelines provided by the regulations and requirements of Educational Talent Search Grant.

The table below provides the name of schools and number of students we serve in each target schools including the number of tutors in each school.

Schools	Number of Participants	Number of Tutors
Elementary Schools		
Airai Elementary School	20	1
George B. Harris Elementary School	36	3
Koror Elementary School	82	3
Maris Stella School	10	0
Melekeok Elementary School	17	1
Meyuns Elementary School	34	2
Peleliu Elementary School	16	1
High Schools		
Emmaus-Bethania High School	34	1
Mindszenty High School	65	2
Palau High School	186	6
TOTAL	500	20

CONTINUING EDUCATION DIVISION

EDUCATIONAL TALENT SEARCH (ETS)

Objectives for ETS Grant:

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

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.

Annual Highlights

In the Fall Semester of 2021, the project recruited at target schools; met with Principals from target schools; provided orientation for tutors; and implemented tutoring sessions on Mondays to Thursdays. ETS participants participated in numerous field trips to Babeldaob including Koror areas where they visited diving sites, historical and cultural sites, and rock islands for observation and exposure to developing projects which were integrated and correlated with their school subject area assignments. ETS also provided workshops on study skills and college preparatory for all students.

In the Spring Semester of 2022, ETS participants continued to participate in numerous field trips to Babeldaob including Koror areas where they visited diving sites, historical and cultural sites, and rock islands for observation and exposure to developing projects which were integrated and correlated with their school subject area assignments. Tutoring services continued for participants in needed subjects. ETS senior participants were provided services in assistance with college entrance exams and applications, financial aid, and scholarship information.

TAN SIU LIN PCC LIBRARY

Tan Siu Lin PCC Library is an important part of the Palau Community College campus community as a learning resource with an institution of higher learning. The library, with its comprehensive collection of resources, research assistance, access to information and communications technology, is a critical part of every student's academic experience. As a "learning resource" which directly supports student learning, the library reports directly to 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.

I. Performance Report

Summary

During fiscal year 2020–2021, the Tan Siu Lin PCC Library worked to provide comprehensive resources and services to PCC students, faculty, staff and to the general community. Key improvements took place in the areas of Collection Development; Orientations, Instruction and Community Outreach Activity.

Grant Projects

The Institute of Museum and Library Services (IMLS) and Library Services and Technology Act (LSTA) grant activities between PCC and the Ministry of Education (MOE) are ongoing. The 2021-2022 grant cycle provided \$ 68, 175.00 library initiatives in Palau. Thru the grant money, computers for school libraries, consultant fee, library reference and reading books for 1st to 8th grade level were purchased. These purchases will support the student learning outcomes and improve library services to meet the needs of the community patrons. The grant money also provided conference and workshop opportunities for the librarians. Some library staffs were fortunate to attend the American Library Association (ALA) annual conference in Washington D.C. A two-day workshop hosted by Ministry of Education (MOE) was also possible thru this grant cycle. 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 2022.

Personnel

PCC continues to search for a new Director for the Library. Library now is managed by Interim Library Director, Pioria Asito, until a new Director is hired.

The PCC Library currently employs nine full-time staff members: one Interim Director, four Library Technicians, and four Library Assistants. Out of the four library technicians, two has completed all requirements for the San Diego State University's (SDSU) bachelor program and will be taking online courses by Spring 2023. Out of the four library assistants; one is enrolled in an online bachelor program with University of the People and the other is taking PCC courses in order to pursue her bachelor's degree with Eastern Oregon University.

TAN SIU LIN PCC LIBRARY

Professional Development

During this reporting period, professional staff development opportunities was offered by the American Library Association and Palau's Ministry of Education. One library staff was fortunate to attend the June 2022 ALA Conference in Washington D.C and participated in its sessions and workshops. Six library staffs also attended the MOE-Library training workshop at Palau Royal Resort in August 2022. Reading strategies were focused during this training which helped the library staff to encourage participants to our library outreach programs.



MOE-Library Training



Collection Development

During the 2021-2022 fiscal year, the library has more than 40,000 titles in its collection mostly expanded through materials that have been donated to the library. These donations included both fiction and non-fiction materials which have helped to expand the general collection, the children's collection, the foreign language collections, and the Micronesia-Pacific collection. Approximately 1,900 titles were added to the collection.

Orientations, Instruction, and Community Outreach

No Fee Cards: To encourage reading, the library offered free library cards to all new users.

From October 2021 to September 2022, the library provided library orientations and instruction sessions to 95 students. The students learned how to access library materials through the online catalog and how to use of EBSCO database to locate articles that they might need when doing research projects. The Palau Public Library and the PCC Library's collaborated Bookmobile Outreach program is still on hold until further notice. The PCC Library continues to provide a variety of activities to children at the PCC Day Care on a weekly basis.

TAN SIU LIN PCC LIBRARY

During this reporting period, the library offered an Amnesty program from August 1 – September 2, 2022. This provided an opportunity for patrons to return long overdue materials and have their account cleared. Twenty-eight books (28) were returned and \$400.50 fines were waived.

To minimize indoor gatherings because of covid, the library provided a three-week long Read-a-thon program from June 06 – 24, 2022 instead of its regular annual library summer program. The primary objective for the Read-a-thon program was to encourage elementary level (age 8-12) students to read and help improve both their reading fluency and reading comprehension. Nine students were able to participate in this Read-a-thon program this summer.

Read-a-thon program from June 06 – 24, 2022 instead of its regular annual library summer program. The primary objective for the Read-a-thon program was to encourage elementary level (age 8-12) students to read and help improve both their reading fluency and reading comprehension. Nine students were able to participate in this Read-a-thon program this summer.



TAN SIU LIN PCC LIBRARY

Library Evaluations

The library continues to administer the Library User Satisfaction Survey during each spring semester to the community users. In addition to that, a Library Computer Lab Evaluation Survey is also done during every fall semester in order to identify areas of improvements. The survey attempts to assess the services for improvement purposes.

II. Present and Future Initiatives for 2021 - 2022

1. Continue to search a new ALA-credentialed Director of Library Services.
2. Continue to engage PCC maintenance to provide regular maintenance of the library (lighting, air conditioning units, and necessary door/window repairs) In order to continue to provide quality services and to protect our learning resources.
3. Continue to implement an annual Library Amnesty Program to library patrons in order recover overdue materials.
4. Purchase new materials to improve and update the library general collection.
5. Continue to recognize, value and cater to community component of the library users which is the largest segment of library borrowers.
6. Continue to collaboration with the Palau Public Library to implement the Palau Bookmobile services.
7. Continue to provide training and professional development opportunities for staff, including trainings on provision of reference services and implementation of new distance reference services.
8. Continue to do outreach program at the PCC Day Care Center on weekly basis.

III. Service Data

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.

	Computer Users
October 2021	99
November	70
December	99
January 2022	17
February	23
March	45
April	29
May	29
June	39
July	30
August	50
September	60
Total	590

TAN SIU LIN PCC LIBRARY

Hours of Computer Use		Gate Count – Number of Library Visits	
October 2021	118.74	October 2021	4,792
November	83.63	November	4,723
December	118.74	December	2,840
January 2022	19.17	January 2022	3,068
February	22.02	February	1,156
March	60.16	March	2,976
April	29.73	April	3,522
May	59.83	May	1,831
June	40.69	June	4,362
July	31.5	July	1,925
August	53.82	August	4,168
September	73.06	September	4,759
Total	711.09	Total	40,122



Circulation of Books and Materials		Books Cataloged	
October 2021	583	October 2021	67
November	0	November	137
December	934	December	44
January 2022	351	January 2022	102
February	487	February	294
March	0	March	360
April	478	April	326
May	527	May	200
June	1,054	June	118
July	377	July	156
August	182	August	54
September	432	September	77
Total	5,405	Total	1,935

TAN SIU LIN PCC LIBRARY

Number of Patrons and Circulation by Patron Type (FY 2021-2022)		
Patron Type	Numbers of Patrons	Circulations
Board of Trustees	4	3
Community Adult	3,227	818
Community Elementary	3,123	536
Community High	2,064	167
Faculty	76	156
PCC Staff	104	48
PCC Student	3,170	69
Total for Patron	11,768	1,797

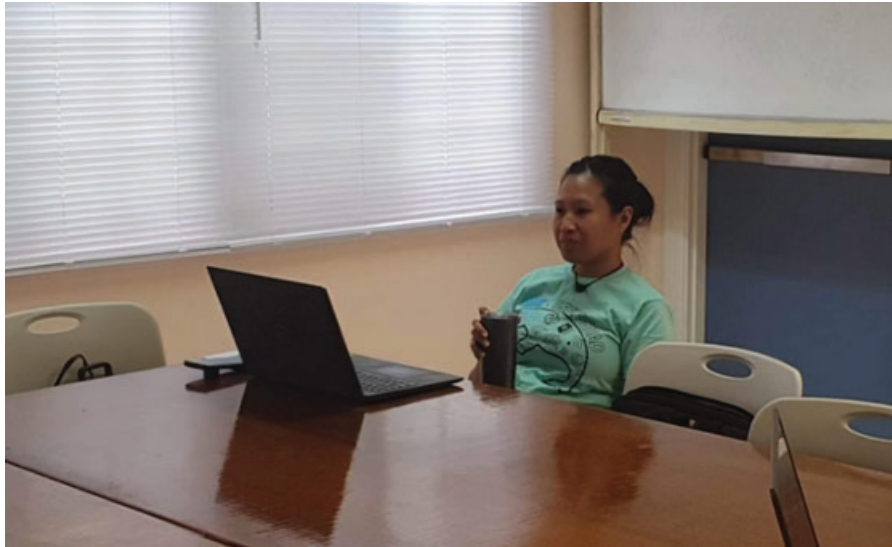
Donated Resources				
Month	DVD (ea/bx/set)	CD (ea/bx/set)	Magazines	Books (ea.)
October 2021	0	0	0	18
November	0	0	0	26
December	0	0	0	6
January 2022	0	0	0	277
February	0	0	0	822



March	0	0	0	29
April	0	0	57	198
May	0	0	18	234
June	0	0	20	38
July	0	0	0	290
August	0	0	10	159
September	0	0	0	200
Total	0	0	105	2,297

TAN SIU LIN PCC LIBRARY

	Conference Room – Times Used
October 2021	16
November	23
December	24
January 2022	0
February	0
March	0
April	1
May	1
June	7
July	2
August	5
September	9
Total	88



	YTD Expenditures
October 2021	0
November	\$4,456.00
December	\$680.00
January 2022	\$4,667.76
February	\$3,301.75
March	\$582.06
April	0
May	\$1,466.20
June	0
July	\$341.00
August	\$425.09
September	\$343.00
Total	\$16,262.86

COOPERATIVE RESEARCH & EXTENSION (CRE)

Executive Summary:

Partnerships with national and regional partners has been very important for achieving national goals as well as achieving POW goals. Extension and research hiring has had high turnover due to increased project-based national programs that offer higher salaries. Increased focus has been given to technology driven methodologies to increase production rate for both agriculture and aquaculture output on the research side; on the extension side increased community and school engagement has been the major focus to decentralize production and maximize community and private sector development through community-based programs as well as major focus on high school agriculture programs.

Administrative:

Personnel: Below is list of personnel and start dates, highlighted names have since moved on to different jobs.

No	Employee Last Name	Employee First Name	Starting Date	Job Title	Job Category	Sub Unit	Charge Account
1	Assito	MC Martinus	October 17, 2022	Research Assistant	Support Staff	Cooperative Research Ex	405410
2	Buliche	Benjamin	July 19, 2021	Research Assistant/E FNEP	Support Staff	Cooperative Research Ex	405510(50%) 105225(50%)
3	Fritz	Leory	February 02, 2009	Field Assistant	Support Staff	Cooperative Research Ex	405410(30%) 105225(50%)
4	[dechong	Jacques Wasai	July 04, 2022	Researcher	Support Staff	Cooperative Research Ex	105225
5	Johnny	Denae	March 25, 2015	Field Assistant	Support Staff	Cooperative Research Ex	405510
6	Kitalong	Christopher	March 03, 2019	Vice President of CRE	Management	Cooperative Research Ex	405410
7	Kitalong	Kenik	February 14, 2022	Field Assistant	Support Staff	Cooperative Research Ex	405410

**Vacancies have been filled for researchers, 2-4 extension positions have yet to be filled.*

COOPERATIVE RESEARCH & EXTENSION (CRE)

8	Kyota	Sasha	December 05, 2021	Extension Agent	Support Staff	Cooperative Research Ex	405510(50%) 105225(50%)
9	Madlutic	Drealer	May 06, 2019	Field Assistant	Support Staff	Cooperative Research Ex	405410
10	Madlutk	Duran	May 06, 2019	Field Assistant	Support Staff	Cooperative Research Ex	405410(30%) 405510(50%)
11	Madrangchar	Connie	March 25, 2015	Field Assistant	Support Staff	Cooperative Research Ex	405410
12	Marino	Rodney	April 02, 2018	Research Assistant	Support Staff	Cooperative Research Ex	405410(50%) 405510(50%)
13	Mariur	Mira Eyangel	November 14, 2022	Senior Extension Assistant	Support Staff	Cooperative Research Ex	405410(50%)-4 05510(50%)
14	Masami	Lyndon	July 11, 2005	Director.R &D	Managem	Cooperative Research Ex	105225
15	McArthur	McKnight	May 11, 2020	Field Assistant	Support Staff	Cooperative Research Ex	405410
16	Melphy	Kazue	Sept 10, 2001	Secretary	Support Staff	Cooperative Research Ex	405410(64.3%) 405510(21.3%)
17	Ngemaes	Francine	December 05, 2021	Extension Agent-Youth	Support Staff	Cooperative Research Ex	405410
18	Ngiraike-lau	Itwon	6-Jun-20	Senior Research Assistant (Technician)	Management	Cooperative Research Ex	405410(75%)
19	Ngirailid	Olbiil	February 14, 2022	Field Assistant	Support Staff	Cooperative Research Ex	105225

COOPERATIVE RESEARCH & EXTENSION (CRE)

20	Ngirusong	Deluise	October 26, 2021	Security Service Officer	Support Staff	Cooperative Research Ex	405510
21	Page	Richard	January 04, 2022	Aquaculturist	Management	Cooperative Research Ex	405410(50%) 105225(50%)
22	Recheluul	Leilanie	May 30, 2005	Researcher	Management	Cooperative Research Ex	405410(50%) 105225(50%)
23	Rengil	Christine	February 14, 2022	Field Assistant	Support Staff	Cooperative Research Ex	105225(50%)- 405410(50%)
24	Rengulbai	Lei Uruk	Sept 13, 2020	Research Assistant/E FNEP	Support Staff	Cooperative Research Ex	105225(50%)- 405410(50%)
25	Sengebau	Felix	January 03, 2002	Extension Agent/Research Assistant	Support Staff	Cooperative Research Ex	405510(100%)
26	Siliang	Michael	August 30, 2010	Security Officer	Support Staff	Cooperative Research Ex	405410(75%)- 405510(25%)
27	Swanson	Kyara-Mae Fluil	May 10, 2021	Research Assistant	Support Staff	Cooperative Research Ex	405510(100%)
28	Teruzi	Maria	February 10, 2009	Field Assistant	Support Staff	Cooperative Research Ex	405510(100%)
29	Yin Yin	Nwe	March 26, 2018	Agronomist	Management	Cooperative Research Ex	405410(75%) 405510(25%)

COOPERATIVE RESEARCH & EXTENSION (CRE)

List of AES Approved Projects:

The approved hatch projects below address components of the 6 Critical issues and regular quarterly reporting allows for monitoring of progress. Each project may be deemed multi-focal, with respect to the critical issues. These multi-focal components have been itemized in a format that will be used for future reporting to allow for proper allocation of FTEs to critical issues.

AES-Researchers and Hatch Project:

Researcher: Dr. Yin Yin Nwe

Project Title: High throughput in vitro production methods of climate resilient Colocasia esculenta (L.) Schott varieties. (2022 approved)

Project Title: Soil and Water Nutrient Analysis for Enhanced Safety and Production (submitted)

Researcher: Jacques Idechong

Project Title: Fruit fly control for food protection through multi-level community-based interventions. (submitted)

Project Title: Coconut Rhinoceros Beetle control through multiple OrNV development and community-based green waste management (external review).

Researcher: Richard Brian Page

Project Title: Intensive Sustainable Aquaculture Assessment of Marine Invertebrate Species in Palau.

Project Title: Intensive Finfish Development and Management for Sustainable Aquaculture

Researcher: Leilani Rechellul

Project Title: Live Feed Production for Aquaculture in Palau (submitted)

Project Title: In Planning Stage:

List of CES-Extension Agents and Projects:

Extension agents have onboarded projects for food security, climate changes and youth and community issues and we hope to onboard additional programs in food and water safety and childhood obesity before the middle of next year pending recruitment and increased allocation for staff. Two of the CES-projects will be shifted over to new recruits.

Officially submitted Extension Programs:

Extension Agents (Critical Issue), Title

Felix Sengebau (Lack of Local Food Production and Food Insecurity), Sustainable local crop production in Palau to enhance food security and support income generation

COOPERATIVE RESEARCH & EXTENSION (CRE)

Leilani Rechellul (to be replaced) (Aquaculture), Hatchery production of mangrove crab to support the establishment of sustainable crab farming in Palau

Francine Ngemaes (to be replaced)(Youth and Community), Youth connectivity with schools and communities through tradition, agroforestry, and animal to home garden sustainable agriculture model

Sasha Kyota (Climate Change), Climate-resilient agroforestry and livestock management in the community

OTHER EXTENSION ACTIVITIES:

1. Aquaculture Extension: Angel School Palau, Palau Rotary Club, Dr. Yano Crab Farm
2. Aquaculture Projects Related to Hatch: 1. Land Crab Assessment (ongoing) 2. Ngimes (*Stichopus vastus*) traditional and hatchery-based reproduction strategies (ongoing)
3. SERSED camp
4. Community Training Programs with TARO expansion has been underway for this year aiming at 200+ clients with wetland and upland taro farms.
5. Life Coaches collaboration with Belau Wellness for Healthy food and exercise habits as well as high school based nutrition and production programs.
6. Fruitfly management structures for eradication and control through community-based tree maintenance and has been piloted on atoll and waiting for expansion in partnership with BoA and JICA Technical assistance.
7. Collaboration with UoG Department of Agriculture and Life Sciences for student and faculty exchanges for Pacific specific agriculture education; has focused on cross institution sharing for courses/credits/certificates to usher in new age of agriculture technology students and private sector certification programs.

Relevance To Critical Issues:

1. **Lack of Local Food Production and Food Insecurity:**
 - a. *Guaranteed Food Supply through diversification and maximizing crop viability.*
 - b. *Community-driven economically sustainable livestock/agriculture production cycle.*
 - c. *Tissue culture and live-germ plasm community driven development of multiple taro and agroforestry crop varieties and nursery distribution sites (pictured below).*



COOPERATIVE RESEARCH & EXTENSION (CRE)

2. Sustainable aquaculture development:

- a. Establishment of nursery site for technology development and transfer of a variety of sea cucumber species.*
- b. Live feed maximization for nursery development of high survival rate of multiple species of crabs, clams, and fin fish.*
- c. Reseeding of community sites and redevelopment of mangrove crab farms for self-sustained nursery maintenance.*



3. Youth and Family Issues in the Communities:

- a. Integrated food systems management with agriculture classes at college and local high schools (pictured below) including chicken production and simultaneous mulch production for chicken waste.*



COOPERATIVE RESEARCH & EXTENSION (CRE)

b. Urban agriculture development for home production and basic education.



c. Exchange program with Japan students for “Yasai Culture” for stronger self-sustained community-based agriculture system (completed in September) photos above.



COOPERATIVE RESEARCH & EXTENSION (CRE)

4. Climate Change Challenges in Micronesia:

- a. *Ongoing tissue culture review of salt-water species, germ plasm development and distribution as well as genetic review of species with countries with taro culture.*
- b. *Sea-level rise bringing in debris from different countries, ongoing educational awareness focused on trash segregation*



- c. *planting various fruit trees, coconut trees for sustainability*



COOPERATIVE RESEARCH & EXTENSION (CRE)

d. impacts and effects of climate change to invasive species

e. Upland taro development and promotion for alternative sites for inundated taro patches; with agroforestry model for soil preservation (pictured above).



5. High Incidence of Food and Waterborne Illnesses in Micronesia:

- a. Locally produced foods and local plant medicines reduce chance of food and waterborne illness; in addition, agroforestry products can act as treatments, e.g.—guava leaves to reduce Waterborne Illness severity.*
- b. Food Processing collaboration with BoA and MOH for food safety courses.*

6. Childhood Obesity:

- a. School based horticulture programs for pruning, food tree management and vegetable production for community-based healthy snack and school meal programs.*

Challenges:

Major challenges are vehicle and boats are aged out and need replacement to ensure extension activities, as well as community research site access.

Facilities require major renovation to accommodate enhanced activities and new staff, including but not limited to visiting researchers and community/student member training programs. Budget request will accommodate much needed extension agents and research assistance and associated costs.

BUDGET

	TOTAL COLLEGE		
	BUDGET	PROJECTED	PROJECTED
INCOME	FY 2021	FY 2022	FY 2023
Tuition & Fees	1,804,083.92	1,804,083.92	1,804,083.92
Room	168,896.00	168,896.00	168,896.00
Board	316,680.00	316,680.00	316,680.00
ROP Contribution	2,411,000.00	2,411,000.00	2,411,000.00
ROP Tuition Assistance	60,000.00	60,000.00	60,000.00
ROP Navigation Program	50,000.00	50,000.00	50,000.00
ROP Endowment Donation	75,000.00	75,000.00	75,000.00
Sales of Service	70,439.26	70,439.26	70,439.26
Grants	1,659,350.00	1,659,350.00	1,659,350.00
Restricted Appropriations	125,331.93	125,331.93	125,331.93
Fees & Miscellaneous Revenues	513,593.00	513,593.00	513,593.00
TOTAL INCOME	7,254,374.11	7,254,374.11	7,254,374.11
EXPENSES			
Furnitures & Fixtures	50,000.00	50,000.00	50,000.00
Equipment	284,000.00	284,000.00	284,000.00
Insurance	28,500.00	28,500.00	28,500.00
Instructional Materials	125,000.00	125,000.00	125,000.00
Books & Library	126,398.80	126,398.80	126,398.80
Food Supplies	390,000.00	390,000.00	390,000.00
Consumable Supplies	97,590.00	97,590.00	97,590.00
Vehicle Registration	16,000.00	16,000.00	16,000.00
Automobile/POL	133,000.00	133,000.00	133,000.00
Staff Development (Training)	8,000.00	8,000.00	8,000.00
Advertising	4,862.50	4,862.50	4,862.50
Printing & Reproduction	69,110.00	69,110.00	69,110.00
Communication	108,504.21	108,504.21	108,504.21
Utilities	320,000.00	320,000.00	320,000.00
Leased Housing	82,219.95	82,219.95	82,219.95
Student Recruitment	35,000.00	35,000.00	35,000.00
Contractual Services	145,000.00	145,000.00	145,000.00
Travel (Staff Development)	133,000.37	133,000.37	133,000.37
Health Insurance	155,501.13	155,501.13	155,501.13
Life Insurance	7,769.29	7,769.29	7,769.29
Pension Plan	170,787.84	170,787.84	170,787.84
Social Security	215,730.28	215,730.28	215,730.28
Salaries	3,375,396.98	3,375,396.98	3,375,396.98

BUDGET

Adult High School	79,863.70	79,863.70	79,863.70
Board of Trustees	38,000.00	38,000.00	38,000.00
Pension Buy Back	39,784.90	39,784.90	39,784.90
Accreditation	82,933.17	82,933.17	82,933.17
Non - FAS Pension	29,626.20	29,626.20	29,626.20
Palau Health Care Plan	84,384.92	84,384.92	84,384.92
Management Information System	204,000.00	204,000.00	204,000.00
Total Cost of Ownership (Infra.SF)	126,302.37	126,302.37	126,302.37
Student Wage (FWS & RIIA)	230,000.00	230,000.00	230,000.00
Tuition Waiver	32,020.00	32,020.00	32,020.00
SAT 10	-	-	-
Institutional Membership & Fees	180,000.00	180,000.00	180,000.00
Scholarships	46,087.50	46,087.50	46,087.50
TOTAL EXPENSES	7,254,374.11	7,254,374.11	7,254,374.11

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