



**CMI**

Learning Environment and Academic Policy (LEAP) Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

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Email: [leapcom@cmi.edu](mailto:leapcom@cmi.edu)

**Learning Environment and Academic Policy (LEAP) Committee  
11:10am, March 28, 2024  
Board Conference Room**

MINUTES

**Present:**

Va Savu  
Rigieta Lord\*

Chairperson/Dean of Academic Affairs  
Vice Chairperson/Dean of WAVES

Jemimah Razalan  
Meyar M. Laukon\*

Associate Dean of Learning Support  
Associate Dean of Student Equity and Engagement  
(Student Service Representative)

Ana Bulavakarua  
Karlaini Osborne  
Edward Alfonso  
Rosie Koroi  
Meitaka Kendall-Lekka  
Meliser Saimon  
Mylast Bilimon  
Tarry Henos \*  
Ana Moarieta\*  
Anathesia Latdrik\*

Liberal Arts Department Co-Chairperson  
Developmental Education Department Representative  
STEM Department Chairperson  
Elementary Education Chairperson  
Business Studies Department Chairperson  
*for* Nursing Department Chairperson  
Marshallese Studies Department Representative  
ABE Representative  
SGA Representative I  
SGA Representative II

**Membership Vacancies**

Vacant

Associate Dean of Instructional Quality and Innovation

Not Present \*

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The Learning Environment and Academic Policy Committee’s meeting for March 2024, was called to order by the Chairperson at 11:23 a.m.

**I. Recite MISSION**

A. The Elementary Education Department Chairperson was asked to recite the mission statement for the committee.

1. The LEAP Committee discussed thoroughly the last sentence of the mission statement,



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- a) ***“It will also provide intellectual resources and facilitate research specific to the needs of the nation.”***
  - (1) The LEAP Committee discussed ways CMI was not a “research” based institution.
  - (2) It was also suggested by the LEAP Committee members that the IRB should develop a guideline process regarding the hiring process of instructors.
- B. The Chairperson reminded the LEAP Committee members of the four cores of Learning and Teaching.
  1. Clarify the paths
  2. Help students get on a path
  3. Help students stay on their path
  4. Ensure students are learning
    - a) The Associate Dean of Learning Support shared with the members that a **Faculty Advising Handbook** had been developed and was currently being circulated for feedback within some of the standing committees and the respective senate groups.

## II. Review Minutes from the Previous Meeting

### A. August 24, 2023

1. After being carefully reviewed, the Liberal Arts Department Co-Chairperson made a motion to approve the meeting minutes of August 24, 2023. The motion was seconded by the Marshallese Studies Department Chairperson and carried unanimously, with no abstentions.

#### a) **DECISION**

- (1) **With no modifications, the minutes for the meeting held on August 24, 2023, were approved.**

### B. October 24, 2023

1. The Marshallese Studies Department Chairperson made a motion to approve the minutes of October 24, 2023, after they were reviewed thoroughly by the committee members. The STEM Department’s Chairperson seconded the motion as it was successfully passed, by the majority, with no abstentions.

#### a) **DECISION**

- (1) **Having no corrections, the minutes for the meeting held on October 24, 2023, were approved, as presented.**

#### 2. Matters from the Minutes

- a) There were no matters arising from the meeting minutes.



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### III. Update from the BoR and the Executive Council

- A. As per the Secretariat Officer to the Executive Council, there were no matters discussed in the Executive Council that were relevant to the LEAP Committee.

### IV. Secretariat Officer's Update

- A. The Secretariat Officer reminded the committee regarding the LEAP Committee's Annual Assessment Report for 2022-2023 that was still pending.

### V. SGA Report/Update

- A. Although there were no SGA Representatives present in the meeting, the committee discussed the importance of their attendance to the monthly meetings.

### VI. Accreditation:

- A. **Standard 2.6** The institution uses delivery modes and teaching methodologies that meet student curricular needs and promote equitable student learning and achievement.

#### 1. **Review Criterion**

- a) The institution regularly evaluates the effectiveness of its delivery modes and teaching methodologies to support equitable student learning and achievement, and uses results to guide improvements.
- (1) In the interest of time, the Chairperson, in agreement with the majority committee members, deferred the accreditation standard and its review criterion.

### VII. Matters from the Previous Meeting

#### A. **Meta Majors**

##### 1. [Lucid Chart](#)

- a) After being reviewed, the LEAP Committee agreed to defer the agenda item, which was to be reviewed in the LEAP Committee's Special Meeting.

(1) The Special Meeting was to occur on April 3, 2024, at 12:00 p.m.

#### B. **Honors Program: Mission, Vision, Philosophy and Values** - <https://docs.google.com/document/d/1AN2lt6vnBnzib49mmAwQ28O5X-yC-CWf/edit>

#### C. [High School Equivalency Programs Grades and Grading \(CMI Policy No. 391\)](#)

### VIII. Adjournment

- A. The LEAP Committee's meeting for **March 2024**, was adjourned at 11:59 a.m.



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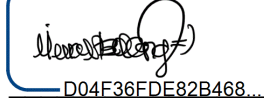
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Submitted By:

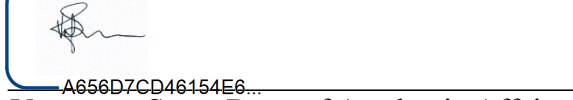
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Meria N. Bollong  
Secretariat Officer, EC

Concurred By:

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Vasemaca Savu, Dean of Academic Affairs  
Chairperson, LEAP Committee

Approval Date:

June 27, 2024