



P.O. box 1258
Majuro, Marshall Islands, MH 96960

Accredited by the Western Association of Schools and Colleges

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Website: emc@cmi.edu

Enrollment Management Committee
11:10 a.m. Thursday, March 17, 2022
BoR Conference Room

MINUTES

PRESENT:

Angela Franklin
Jomi Capelle
Dr. Elizabeth Switaj
Vasemaca Savu (Not Present)
Rigieta Lord
Sali Andrike
Monica Gordon
Amelia Timon (Not Present)
Cheryl Vila
Jemimah Razalan
Oyinade Ogunmokun
Rebecca Raab
John Villafania
Martin Toring

Chairperson/Dean of Student Success
Vice Chairperson/Director of Admission
Vice President, Academic and Student Affairs
Dean of Academic Affairs
Dean, WAVES
Director, Financial Aid
Registrar
Director, FABS
Director, IRA
Associate Dean of Learning Support
Faculty Senate, LA Chairperson
Faculty Senate Representative
Staff Senate Representative I
SGA Representative

ATTENDEES via ZOOM

Meyar Laukon (Not Present)
Elmi Keju (Not Present)

Assoc. Dean of Student Equity & Engagement
Staff Senate Representative II

The *second* EMC meeting for March 2022 was called to order by the Chairperson/Dean of Student Success at 11:17 a.m.

The mission statement was recited by the Chairperson/Dean of Student Success.

I. Approval of the Previous Meeting Minutes

A. March 3, 2022 MINUTES

1. The MINUTES of March 3, 2022, were reviewed by the EMC members. The VPASA made a motion to approve the MINUTES, seconded by the Faculty Senate Representative/LA Chairperson. The motion was successfully passed by the majority with no abstentions.



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DECISION

Having no corrections, the EMC MINUTES of March 3, 2022, were approved.

II. Report from the EC

A. The VPASA shared with the EMC members that the Students Rights and Responsibilities Policy had been approved by the Executive Council, and was part of the BoR's agenda in their meeting on March 18, 2022.

III. Secretariat Officer's Report

A. The Secretariat Officer gave an oral update on where the EMC stands in regards to the meeting MINUTES being posted on the website.

IV. SGA Representative's Report

A. As per the SGA Representative, there were no current issues/reports from the SGA.

V. EMW Monitoring: Outcome 2.1: "Part-time students persist at higher rates."

A. Retention

1. A document on the retention data from Fall Semester 2016-Spring 2022, was shared by the Director of IRA with the EMC members.

a) As per the IRA Director, although part-time students do persist, the retention rate for full-time students is higher.

b) The EMC members discussed thoroughly ways to support and improve the part-time students retention rate.

c) Some of the discussions included:

(1) The Faculty Senate Representative/LA Chairperson shared a previous student's financial issues, resulting in them having to work and attend CMI as a part-time student.

(2) The Faculty Senate Representative also shared a recommendation of having better communication with the part-time students or constant reminders in regards to the requirements towards degree completion.

(a) The Chairperson recommended that the EMC members start thinking about solutions on better serving the "non-traditional" students.

(3) The VPASA shared previous attempts by the Counseling department in developing a part-time students group, which was not a success.

(4) The decrease in the student's attendance since the Spring Break was also discussed by the EMC members.

VI. Accreditation

A. **Policies, Procedures, and Procedures Relevant to the Recommendations:**



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1. “The institution broadly communicates the results of all of its assessment and evaluation activities so that the institution has a shared understanding of its strengths and weaknesses and sets appropriate priorities.
 - a) The Chairperson/Dean of Student Success shared tasking the Student Service department in conducting internal evaluations.
 - b) The EMC members also discussed the importance of Program Reviews being posted on the CMI website.
 - c) The VPASA shared the following:
 - (1) The MAPS process for the SLO assessment needed to be posted on the website.
 - (2) The Learning Support workshops are in the process of being formalized and inserted into the system.
2. Communicable Disease Policy for Students
 - a) The VPASA shared that this was a new policy, developed from a public health perspective, as well as an individual rights perspective.
 - b) The Chairperson/Dean of Student Success shared the challenges pertaining to the document’s section entitled “Appropriate Accommodations.”
 - (1) There hasn’t been any confirmation on a self isolation area/room for the students.
 - c) The EMC members recommended adding Hepatitis to the list of diseases.
 - d) The Chairperson/Dean of Student Success allowed the EMC members their “first read” of the document, which they will also share with their respective senate groups.
3. Justice-Impacted Students Policy
 - a) The Chairperson/Dean of Student Success shared with the EMC members that the document was developed by the VPASA.
 - b) The VPASA informed the members that this was also a new policy.
 - c) Some of the discussions thoroughly reviewed by the EMC members included:
 - (1) The waitlist on the arrival of deportees.
 - (a) The importance of developing support groups.
 - (2) The proper training, via ZOOM, for the Safety and Security department in case CMI enrolls students with past convictions, were deportees, and were currently incarcerated individuals.
 - (a) The EMC members thoroughly discussed the importance of having the ability/knowledge to de-escalate situations.



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- d) The Chairperson/Dean of Student Success allowed the members their *first read* of the document, which should also be shared with the respective senate groups.

VII. Reports from the Subcommittees and Working Group

- A. Admissions Board
- B. Calendar and Catalog
- C. Placement
- D. CIAO
 - 1. [WorkKeys Assessment CMI Placement Final](#)
 - 2. [How the WorkKeys Assessment Can Work for You](#)
 - 3. [NCRC-Award-College-Credit-Flier](#)
- E. Residence Life Admission
- F. Work Study Working Group
 - 1. [CMI Work Study \(CWS\) Handbook \(Draft\)](#)

VIII. Jenzabar - SONIS

IX. [FA21-Academically at Risk List](#)

X. [CMI Official Enrollment Fall 2021](#)

XI. [Looking Forward - Recruitment Plan](#)

XII. [Monthly Calendar of Work](#)

In the interest of time the agenda items from VII - XII, were deferred.

Adjournment

The Faculty Senate Representative made a motion to adjourn the meeting. The motion was seconded by the Admissions Director, as the motion was successfully passed by the majority with no abstentions. The *second* EMC meeting for March was adjourned at 12:10 p.m.

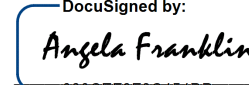
Submitted By:

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Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

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Angela Franklin, Dean of Student Success
Chairperson, EMC

Approval Date:

March 17, 2022