



Regular Meeting Minutes April 16, 2020

Members Present

Elizabeth Switaj
Jennifer Seru
Sali Andriake

Jomi Capelle
Cheryl Vila

Pam Kaious
Oyinade Ogunmokun
Rigieta Lord

The meeting was called to order @ 11:18 AM

Agenda Items

1. Review of Previous Minutes
 - a. January 16, 2020
 - b. April 2, 2020
2. Reports from Subcommittees
 - . Admissions Board: no report
 - a. Calendar and Catalog
 - b. Placement
 - i. [Revised placement procedure](#)
3. Update from EC
4. Accreditation:
 - . Follow up on II.C.6: Do we have the course sequences, program requirements, and Student Learning Outcomes for all programs listed on the website?
5. EMW Monitoring:
 - . Follow up on EMW GOAL 1: INCREASED RETENTION RATES OF NEW, FULL-TIME STUDENTS, [Outcome 1.1: Increase retention rates of full-time students annually: suggestions for interventions](#)
 - a. EMW GOAL 2: INCREASED RETENTION RATES OF PART-TIME STUDENTS
Increase first-year to second-year part-time student retention rates to 40%, 43%, 48%, and 53% respectively over the next four years, 2019-2023.
[Outcome 2.1: Increase first-year to sophomore retention rates among part-time students.](#)
6. [2017-2018 Assessment](#)
7. Items arising from 2017-2018 Assessment
 - a. Student Handbook
 - b. Enrollment Management Policy and Procedure Handbook
 - c. Working group for Maritime Admission Procedure
8. Undeclared Major
9. [Monthly calendar of work](#)



Minutes

1. REVIEW OF PREVIOUS MINUTES

- b. January 16, 2020 – no copies
- c. April 2, 2020 – no copies

Tabled for next meeting

2. REPORTS FROM SUBCOMMITTEES

- a. Admissions Board - No report
- b. Calendar and Catalog – Dean is sick
- c. Placement- revised the Placement Procedure, draft with EMC to review
 - Adopted the Math Transition course- 70% score in Math from HS, student is placed in Credit Level and this is for all PSS High Schools. Work with the graduates from High School
 - Math Pathway starts in Fall, it has been 2 years with REL involved with Math Faculty at CMI and PSS High School Math teachers
 - Mentorship program with the CMI Math Faculty and HS Teachers
 - Curriculum includes everything to be College ready and the course has been revised so that students understand Math better
 - Goal at HS is to have 25% in Credit level and each year it will increase
 - A similar model will be done for English
 - CMI Placement may be waived as discussed in the Committee. Exit test should be 70% and above and allow them to be placed
 - Jennifer made a motion to approve the Procedure and Oyinade seconded. This is to be taken to EC

3. Update from EC

- VPASA summarized the discussions with EC so that they are aware and will ensure that these get through

4. Accreditation:

- a. Follow up on II.C.6: Do we have the course sequences, program requirements, and Student Learning Outcomes for all programs listed on the website? This is not done yet, need to be completed as the deadline was last month

5. EMW Monitoring:

- d. a. Follow up on EMW GOAL 1: INCREASED RETENTION RATES OF NEW, FULL-TIME STUDENTS, [Outcome 1.1: Increase retention rates of full-time students annually: suggestions for interventions](#)
 - Linked to the summary of the last discussion. In the future reduce the capacity on the Residence. Early awareness is to support and assist our students who have children. This was discussed once but there was a budget issue
- a. EMW GOAL 2: INCREASED RETENTION RATES OF PART-TIME STUDENTS



ENROLLMENT MANAGEMENT COMMITTEE

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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

Tel: (692) 625-3394
Fax: (692) 625-7203
Email: emc@cml.edu

Increase first-year to second-year part-time student retention rates to 40%, 43%, 48%, and 53% respectively over the next four years, 2019-2023.

- Retention – reduce the length of our semester, to get our students focused for some time. Rethink taking our Spring Break from the Calendar
- Think of Modules
- Revise the Placement so that students are placed correctly
- First year Experience Taskforce
- Effective advising on the programs that we offer
- Create pathways which outline for the students to see
- Articulation with other Colleges
- Increase Vocational programs that include programs that target feminine careers
- Advising – Re-orientation program that discuss the reasons why they are in College

Outcome 2.1: Increase first-year to sophomore retention rates among part-time students.

- Students should be starting in Fall
- More vocal when Registration is open
- Part Time – 50% of less than FT, number is unstable because it is a small group

6. 2017-2018 Assessment – Based on the minutes on what was done
 - Jomi made a motion to accept and Jennifer seconded, Sali – abstained
7. Items arising from 2017-2018 Assessment
 - a. Student Handbook – needs to be revised
 - b. Still developing the Enrollment Management Policy and Procedure Handbook
 - c. Working group for Maritime Admission Procedure – Working group, Edward, John Still Villi and Rigieta
 8. Undeclared Major – Dev Ed Students have to declare
 9. Monthly calendar of work – Maritime procedure draft due in May

Meeting adjourned @ 12.00 PM

Rigieta Lord, Recording Sec.
Scribe

EMC
Reviewed & Approved by

Date approved