



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, September 16, 2021
BoR Conference Room

MINUTES

PRESENT:

Dr. Elizabeth Switaj	Chairperson/VPASA
Rigieta Lord	Dean, WAVES
Meyar Laukon	Assoc. Dean of Student Equity & Engagement
Jomi Capelle	Director, Admission
Sali Andrike	Director, Financial Aid
Monica Gordon	Registrar
Amelia Timon	Director, FABS
Cheryl Vila	Director, IRA
Jemimah Razalan	Associate Dean of Learning Support
Oyinade Ogunmokun (Not Present)	Faculty Senate, LA Chairperson
Rosalinda Sumaoang	Faculty Senate Representative
John Villafania	Staff Senate Representative
Laura Horiuchi	SGA Representative

ATTENDEES via ZOOM

Va Savu	Dean of Academic Affairs
Elmi Keju	Ebeye DE Center Coordinator

The *second* EMC meeting for September 2021 was called to order by the Chairperson/VPASA at 11:12 a.m.

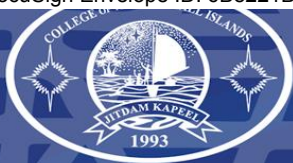
The Chairperson welcomed the new members of the Committee as they briefly introduced themselves to the new members.

I. Recitation of CMI's Mission Statement

A. Before the meeting began, CMI's Mission Statement was recited by the Committee.

II. Report from the EC

A. The Chairperson/VPASA gave a brief oral update on the *Residence Life Handbook*, *EMC Assessment Report 2020-2021* and the *EMC RSA 2021-2022*, which are all in the process of being reviewed by the Executive Council.



B. The Chairperson also shared with the Committee members that the recommendation of having a Secretariat Report and a SGA Report at the beginning of each Standing Committee meeting had been approved by the EC.

III. Approval of the Previous Meeting Minutes

A. September 2, 2021 MINUTES

1. After being reviewed, the Admissions Director moved to approve the MINUTES, seconded by the FAO Director. The motion was carried unanimously with one abstention.

a) APPROVAL

(1) With no modifications, the EMC meeting MINUTES for September 2, 2021, were approved as presented.

IV. RISC Follow-Up Survey on Campus Environment and Equity

A. The Chairperson/VPASA shared updates on the survey with the Committee.

1. There was thorough discussion on how to have more students participate in the surveys, getting recommendations and ideas from the SGA Representative and the Associate Dean of Student Equity and Engagement.
 - a) The SGA Representative will try to find out from the students if, “they feel unwelcome due to their identity” and solutions for this issue from a student’s perspective.

V. Accreditation

A. Registration Policy and Procedures

1. The Chairperson informed the Committee of the importance of the Registration Policy and Procedures, which is still in process.

B. Standard II.C.5

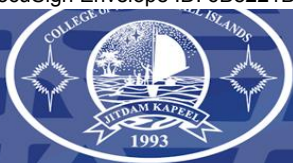
1. The Committee discussed how this was relevant with the College, in which the Associate Dean of Student Learning shared what her department is working on in regards to identifying the “personnel responsible for the advising function,” section of the standard.
 - a) The Chairperson/VPASA recommended that the EMC can also assist as part of the “advising function,” in which the Associate Dean of Learning Support will share the necessary documents with the members of the Committee.

VI. Reports from the Sub-Committees

A. Admissions Board

1. No Issue

B. Calendar and Catalog



1. The Dean of Academic Affairs informed the Committee that the committee had been formed and is scheduled to have a meeting next week. However, the date had not been confirmed.

C. Placement

1. The Admissions Director informed the Committee that the sub-committee's still waiting on the IRA department's analysis in regards to the test results.

D. Career, Internship, Apprenticeship, and Opportunities (CIAO)

1. The Dean of WAVES shared that she still has not received any response from the following departments:
 - a) Marine Science
 - b) Nursing
 - c) Business

(1) The Chairperson/VPASA will contact the department chairs.

2. The Dean of WAVES also shared the sub-committee's "guided pathways" bulletin project.

E. Residence Life Admission

1. The Associate Dean of Student Equity and Engagement has started forming the sub-committee consisting the following:
 - a) Associate Dean of Student Equity and Engagement
 - b) Arrak Campus Director
 - c) Nurse

F. Workstudy Working Group

1. The FAO Director shared with the EMC members that the following were members of the Workstudy Working Group;
 - a) Liberal Arts Chairperson
 - b) Developmental Education Chairperson
2. Their first meeting will be held today, September 16, 2021, at 1:00 p.m.

VII. Jenzabar - SONIS

A. Deferred for the next meeting.

VIII. Proposed Definition of Academically At-Risk Students at CMI

- A.** The IRA Director shared the document with the Committee per their information and further review.

IX. Revising the Monthly Calendar of Work

- A.** The Chairperson shared the Monthly Calendar of Work and moved the following for the month of October:
1. Follow-Up on RISC Survey
 2. Registrar Policies and Procedures
- B.** The following was added to the Calendar:
1. Pilot new placement exam



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

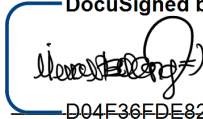
Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Website: emc@cmi.edu

Adjournment

The second EMC meeting for September was adjourned at 11:39 a.m.

Submitted By:

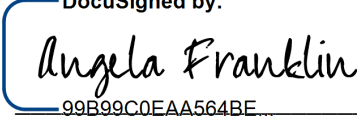
DocuSigned by:


D04F36FDE82B468...

Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:


99B99C0EAA564BE...

Angela Franklin, Dean of Student Success
Chairperson, EMC

Approval Date:

October 7, 2021