

Institutional Planning Committee (IPC)

Minutes

October 23, 2013

Present: Rachel Salomon, Marilyn Harry, Don Hess, Mary Van Auken, Cheryl Vila, Ruth Abbott, Nik Willson, Bob Willson, Biuma Samson, Willy Cristobal

Not present (with reason provided): William Reiher (training), Martha Horiuchi (sick), Carl Hacker (sick)

Chair: Cheryl Vila (selected by former chair, Diane Myazoe-DeBrum)

Recording Minutes: Nik Willson

Summary

- I. Reviewed and approved Role Scope and Authority (RSA) of IPC with changes
- II. Recommendations for Language Commission at CMI
- III. New Strategic Plan

Notes

- I. Changes to the RSA are:
 - A. general updates from Cheryl
 - date & position titles
 - B. Role, bullet point 1 to read:
 - facilitate and guide the Director of Institutional Research in the production of a Strategic Plan
 - C. Role, add a bullet point to read:
 - prioritize college-wide initiatives for recommendations to budget committee
 - D. Scope, add a clause:
 - Motions pass with the majority vote of those present.
 - E. Authority, move the second paragraph to Role

- change the first sentence in this paragraph to read:

- The IPC may recommend ...

II. Cheryl will contact William (chairman of Cultural Transmission and Translation Advisory Committee (CTTAC)) to convene CTTAC for a list of recommendations or suggestions regarding work of the Language Commission at CMI.

III. New Strategic Plan

A. IPC decided not to continue with the old Strategic Plan

- out-dated, discontinuous in its leadership, unmeasurable in many parts

B. Cheryl offered an outline of a new strategic plan

1. circulated and discussed

2. some points in the discussion of the outline were that:

a. the Strategic Plan of CMI should dovetail with government stakeholder expectations as presented in the National Strategic Plan and the National Human Resources Development Plan of the RMI

- goals and objectives of CMI plan must be driven in part by this

b. in the making of the Strategic Plan, IPC should invite a member of Board of Regents (BOR) to represent the BOR

- sit as a non-voting member

○ this representative can help the BOR interface between the CMI Strategic Plan and the national plans

c. create and use a repository documents in Google Drive or Google Sites, for the Strategic Plan

d. need a baseline of info from Program Reviews

e. discussion to continue at next meeting