

## **Institutional Planning Committee (IPC)**

### **Minutes**

September 10, 2014

Present Members: Alfred Capelle (asked to be excused at 11:45), Bart Deemer (arrived at 11:47), Bob Willson, Marilyn Harry, Mary Van Auken, Nik Willson, Rachel Salomon, Ruth Abbott, Wilbert Alik, William Reiher

Acting Chair: William Reiher

Recording Minutes: Nik Willson

### **summary**

I) review of minutes

II) review of IPC's Role, Scope and Authority (RSA)

III) stakeholder surveys

IV) strategic planning process

### **details**

I) review of minutes

A) these motions carried (ayes were unanimous):

- 1) "Approve the May 14 minutes."
- 2) "Approve the May 28 minutes pending vetting from Board of Regents Chair Ben Chutarro."
  - (i) vetting was completed by email on 11 September
- 3) "Approve June 11 minutes with changes."
  - (i) changes: correct two typos
- 4) "Approve July 16 minutes pending vetting from Education Minister Dr. Hilda Heine."
  - (i) vetting was completed by email on 10 September

II) review of RSA

A) Cultural Transmission and Translation Advisory Committee (CTTAC) will assess needs for meetings in foreseeable future

- 1) if the needs are not immediate, IPC may strike CTTAC from the IPC RSA

B) The motion passed (ayes were unanimous):

1) "Approve the IPC RSA but keep it open to revision at future meetings."

III) stakeholder surveys

A) IPC will make different surveys for students and community

B) student survey

1) CMI students, and local HS

(i) how to distribute at CMI?

1. facebook survey via CMI avatar

2. google survey form

(ii) how to distribute at HSs?

1. handing out papers

C) community survey

1) put in the newspaper

(i) run one time

2) in addition to questions in student survey, asks:

(i) whether respondent has participated in CMI events/programs

(ii) respondent group-affiliation / doulul

IV) strategic planning process

A) IPC will keep moving forward with the strategic planning process until the first draft of the strategic plan is complete. At that time the IPC will formally consult President of the College regarding the draft.