

## IPC Meeting Minutes

October 22, 2014

Members present: William Reiher, Ruth Abbott, Bob Willson, Nik Willson, Cheryl Vila, Stevenson Kotton, Boni Sanchez, Bart Deemer, Don Hess, Terry Hazzard, Brenda Mellan and Mary Van Auken

The meeting was called to order at 11:12 am.

### Agenda Items:

- Review of Previous Minutes
  - September 24, 2014 Minutes accepted as written
- Survey report
  - Over half of the community surveys which appeared in the newspaper were deliberately tampered with (falsified) calling into question the validity of the entire survey.
  - The online surveys appear to be usable. Fifty had been reviewed as of the meeting date and William reported that others have been received.
  - There was a discussion of the percent of the population necessary for a representative sample to ensure reliability in general.
  - Of the surveys read so far, twenty percent chose to answer in Marshallese and 7 percent were reported as bilingual
  - High School Students will be surveyed during student recruitment at the various high schools.
  - IR is finalizing the summary of the Community College Survey of Student Engagement (CCSSE). The data will also be used to inform decisions of IPC.
  - A Survey of CMI alumni is being planned with Pranson and Ruthy leading the committee for the Staff Senate. They are going to use radio, newspaper notices, Facebook, and the RMI Scholarship office to get out the word and to try reach as many graduates as possible.
    - IPC may need to form a list of survey questions
    - There may be money from Land Grant to fund a dinner to kick off the Alumni association.

### Old Business:

- Non-academic Program Review
  - Note – Change the word continually to periodically.
  - The program reviews, even though they were stalled for a time, have started and are due in one year's time.
- The Strategic Plan is now in the hands of the Board, who are looking at the “Big Picture” while we continue to work on the details.

### Discussion:

- HR is currently working on an objective process for assessing the effectiveness of teams. The results could be used for program review.

- The IT program review will be going around as a good example as well as for review by the committee.
- Ruth will circulate an Academic Program Review Example and a blank template.
- Applications for the 2015 Technical Assistance Program is now available. Think “consultant/expert.”
- Grants Guidelines are being completed.

Meeting adjourned at 12:15.

Respectfully submitted,

Mary Van Auken, Secretary pro tempore