

IPC Meeting Minutes
August 14th, 2015

Members present: Mary van Auken, Nik Willson, Boni Sanchez, Cheryl Vila, Bart Deemer, Ruth Abbott, Bob Willson (skype), Terry Hazzard, Marilyn Harry, Don Hess, and William Reiher.

The meeting was called to order at 11.05am

Agenda Items:

- Approval of July 8th Minutes
- MOU with USP
- Proposed Organizational Chart
- Strategic Planning next steps and timeline
- Strategic Directives and Planning Process chart
- Admin Unit Program review workflow (revised)

1. APPROVAL OF JULY 8th MINUTES

1. All voted aye to accept minutes without changes.

2. MOU with USP

- The draft MOU between USP and CMI was presented.
- Revision on 2nd paragraph, first page: Paragraph should start with "The College of the Marshall Islands came into official existence...".
- This was inserted into the end of the second paragraph, first page "The College serves primarily students from within the Micronesian region and is designated as the national postsecondary institution for the Republic of the Marshall Islands (RMI), as enacted in RMI PL 1992-13, *The College of the Marshall Islands Act*. The act also states that CMI will serve as the coordinating agency for all higher education activities conducted within the Republic by other agencies and organizations."
- A comma was added after Liberal Arts on the first page top paragraph
- The following was deleted from the end of the first paragraph, second page: "The College serves primarily students from within the Micronesian region and is designated as the national post-secondary institution for the Republic of the Marshall Islands (RMI), as enacted in RMI PL 1992-13, *The College of the Marshall Islands Act*."
- The first bullet point under 2.0 Purpose was re-worded to read: "A joint project with NSF on a STEM-based learning and teaching program to support the RMI public school system and private schools;"
- The last bullet point under 2.0 Purpose was re-worded to read "Possible link of USPNet/Aarnet in return for co-sharing of outer island learning labs."
- The word "currently" before the names of the CMI President and USP campus director was removed.
- The term of the MOU (last page) was limited to one year, after which time it shall be reviewed for possible extension.
- It was agreed that the changes would be incorporated and the MOU would be emailed to the committee for electronic voting.

3. PROPOSED ORGANIZATIONAL CHART

- Discussed that for accreditation purposes there has to be a current organization chart and this was not it because there were items on the chart which did not currently exist

IPC approved 26 August 2015

- Stated that this was the President’s vision for the future. It would be renamed the “draft functional organizational chart -planning document” which is FYI and the IPC does not need to approve it. The President will present it to the BOR for their information in September.
- The term “Campus” is to be replaced with “Center” after the Ebeye, Jaluit and Wotje under the box labeled “Distance Education”.
- Add as a footnote: “Any department/office/entity currently not in existence will undergo the proper procedures and participatory governance process including prioritization by IPC and budget allocation before that department/office/entity comes into existence”.
- The Strategic Plan and the President’s vision should be aligned.
- The President should present her vision to the EC for comments before presentation to the BOR.

4. STRATEGIC PLAN NEXT STEPS AND TIMELINE

- Timeline was presented to committee for progress
- Special meeting to be held next week to discuss the SP and KPIs

5. STRATEGIC DIRECTIVES AND PLANNING PROCESS CHART

- The document titled “Strategic Directives & Planning Process” dated August 9, 2015 was presented for FYI.
- The flow was revised to cascade from “Strategic Planning Process” to “IPC” to “Plan for attainment of Strategic Directives” to “Budget Committee” to “Allocation of Resources” to “CMI Strategic Plan.”
- The 3 documents at the bottom labeled “Administration Unit Outcomes”, “Academic Support Unit Outcomes” and “Academic Program learning Outcomes” are to be replaced with one document called “Strategic Outcomes”

6. ADMIN UNIT PROGRAM REVIEW WORKFLOW (REVISED)

- The document titled “Admin Unit Program Review Work Flow” dated August 8, 2015 was presented for FYI.
- The top right cascade showing “Board Annual Planning Retreat” to “Board Strategic Directives to the President” to “College Strategic Plan” is to be replaced with one single box titled “Strategic Directives & Planning Process.

Next meeting will be a special meeting, date and time TBA. Meeting adjourned at 12.00 pm.

Minutes submitted by William Reiher.