

INSTITUTIONAL PLANNING COMMITTEE

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges



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

Tel: (692) 625-3394
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Regular Meeting Minutes - Approved 2/22/17 January 25, 2017

Members Present

Cheryl Vila	Rosina Korean	William Reiher
Mary Van Auken	Stevenson Kotton	
Melinda Nish	Va Savu	

Apologies: Kelly Sebastian, Biuma Samson, Stanley Lorennij

The meeting was called to order @ 11.10 AM

Agenda Items

1. Minutes of December 14th, 2016 meeting
2. Mission Review Feedback from CMI community (for consideration and action)
3. Prioritization of program review initiatives
4. Educational Master Plan next steps

Minutes

- 1. Minutes of December 14th, 2016 Meeting**
 - Minutes presented by the Chair
 - Corrections and changes were made
 - Motion to table since most of the IPC members at today's meeting were not present during the December 14th meeting.
 - Motion seconded and unanimously approved.
- 2. Mission Review Feedback from CMI Community (for consideration and action)**
 - IPC chair presented the google document with feedback from the CMI community (both faculty and staff).
 - After deliberation, the committee agreed to change the second sentence in the proposed revised mission from "We provide selective..." to "The College also provides selective..."
 - After deliberation, a motion was made to recommend the following revised mission to the EC - ***"The mission of the College of the Marshall Islands is to provide access to quality, student-centered, post-secondary educational services to the Marshallese people. The College also provides selective higher education programming, intellectual resources, and research specific to the needs of the nation and the larger Pacific community."***
 - Motion was seconded and unanimously approved.

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3. Prioritization of Program Review Initiatives

- IPC Chair mentions that the prioritization of program review initiatives was supposed to be completed this month (according to the Integrated Planning Cycle), however due to the Chair of task forces being on leave coupled with the national internet outage during the last week of December until January 18th, the task force was not able to complete the first step in the prioritization process which was the quality review of the program reviews.
- IPC Chair acknowledged that he has been in contact with the task force members and the program review quality review will be completed by Friday 27th January (this Friday). IPC Chair will produce and share a list of acceptable and not acceptable program reviews along with a list of initiatives requiring additional budget to the IPC. IPC members will then score the initiatives and forward these to the IPC chair who will compile the total scores for all the initiatives before the next IPC meeting. At the next meeting, IPC will check and endorse the ranked list and forward it to the budget committee.
- IPC Chair will send required documents for the prioritization process, and IPC members will be given from Saturday 28th January until 5pm February 8th to score the initiatives.

4. Educational Master Plan next steps

- It was agreed that an outside consultant will need to be hired for work on the Educational Master Plan.
- After deliberation as to the role of IPC and the EC in terms of planning, it was suggested that the EC should be the committee that produces the long term "Master Plans" for the College, and IPC will be the committee that produces the strategic plans which will be shorter/mid-term plans that focus on the implementation of the Master Plans. It was suggested that the IPC focus on implementing strategic and integrated planning.
- Following the discussions, it was agreed that the Vice Presidents and CFO will meet with the President and recommend this change in Role, Scope and Authority (RSA) for the EC and IPC.

Meeting adjourned @ 12:30 PM

Future agenda items:

1. Board KPIs - to be relooked and revised

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Chair

Reviewed & Approved by

Date approved