



## **Regular Meeting Minutes - Approved February 22, 2017**

### **Members Present**

William Reiher  
Mary Van Auken  
Stanley Lorennij  
Kelly Luce Sebastian

Va Savu  
Rosina Korean  
Charlynnne Alfred

Stevenson Kotton  
Cheryl Vila  
John Zachias

**Excused:** Rachel Salomon (off-island)

**The meeting was called to order @ 11:07 AM**

### **Agenda Items**

1. Review of Minutes
2. Annual Prioritized College-Wide Action Plan
3. IPC RSA Amendment
4. Board KPI's

### **Minutes**

#### **1. REVIEW OF MINUTES**

- December 14, 2016 Meeting Minutes.
  - Mary moved to approve the December 14<sup>th</sup> minute with the changes, Rosina seconded the motion. The motion was unanimously approved with 3 member abstain.
- January 25, 2017 Meeting Minutes.
  - Mary moved to approve the January 25<sup>th</sup> minute, Rosina seconded the motion. The motion was unanimously approved.
- February 9, 2017 Meeting Minutes.
  - Mary moved to approve the February 9<sup>th</sup> minute, Va seconded the motion. The motion was unanimously approved.

#### **2. ANNUAL PRIORITIZED COLLEGE WIDE ACTION PLAN**

- Non-ranked list of initiatives that can be accomplished within individual departments with existing resources.
- A ranked list of Initiatives that require significant human resource Prioritization from other departments or new resource allocations of \$1,000 or more.
- **Motion:** Cheryl moved to include the Initiatives of the Unacceptable Program Reviews that do not require funding into the Annual Action Plan, Mary seconded the motion. The motion was unanimously approved.



# Institutional Planning Committee

## College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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- **Motion:** Cheryl moved that IPC coordinate with IR to conduct a Program Review training, Va seconded the motion. The motion was unanimously approved.
- William will finalize the Annual Action Plan and circulate it among the committee and will present this to next EC meeting.

### 3. IPC RSA AMENDMENT

- EC RSA
  - The Executive Council leads the production, revision and dissemination of the Educational Master Plan, ensures the quality of planning documentation and the integration of college-wide planning components and processes.
  - The Executive Council is responsible for the development and delivery of the Educational Master Plan.
- Stevenson moved to accept the revised IPC RSA with the changes, Stanley seconded the motion. The motion was unanimously approved.

### 4. BOARD KPI'S

- The Board asked that the College provide the Key Performance Indicators (KPI's) and the Regents will add into it.
- Cheryl will propose a list of Board KPI's and will present other Board KPI's from other institutes in the next IPC meeting.

## Meeting adjourned @ 12:17 PM

Kelly Luce Sebastian, Recording Sec.  
Scribe

IPC  
Reviewed & Approved by

08 - 03 - 2017  
Date approved