



## **Regular Meeting Minutes - Approved March 08, 2017**

### **Members Present**

Stanley Lorennij  
Mary Van Auken  
Biuma Samson

Dr. Melinda Nish  
Charlynnne Alfred  
Kelly Luce Sebastian

Stevenson Kotton  
Kalani Nii

### **Excused**

Va Savu

Cheryl Vila

Rachel Salomon

### **The meeting was called to order @ 11:10 AM**

### **Agenda Items**

- 1. Review of Minutes**
- 2. ISS (Institutional Set Standard)**
- 3. Funding for prioritized initiatives**
- 4. Board KPI's**

### **Minutes**

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

- February 22, 2017 Meeting Minutes.
  - Mary moved to approve the February 22<sup>nd</sup> minute, Stevenson seconded the motion. The motion was unanimously approved with 3 member abstain.

#### **2. ISS (INSTITUTIONAL SET STANDARD)**

- Melinda reported that we have already stated to ACCJC in our 2016 Annual Report that our course completion rate standard is 70%.
  - We do not have the history on how this was decided but she can report that it is 95% of the five year rolling average for fall semesters and that Fall 16 the actual rate was 72%.
- We agreed that we would use 85% of the five-year rolling average for certificate and degree completion.
  - This is to be considered a starting point and to be reviewed each year.
- Based on the formula, the ISS for degrees awarded annually is 77. The actual degree completion rate for 2016 was 87
- The ISS for certificates awarded annually is 31. The actual certificate completion rate for 2016 is 43.
- We agreed that we will set an initial ISS for the annual bachelor degree completion at 10. We anticipate 25 students per cohort, therefore this ISS is a 40% completion rate.



# 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) 625-3291/3843  
Fax: (692) 625-7203  
Email: ip@cmi.edu

- We would like IPC chairman to recommend to the EC that these ISS's be included in our ACCJC Annual Report and our substantive change proposals.

### 3. FUNDING FOR PRIORITIZED INITIATIVES

- Tabled for next meeting.

### 4. BOARD KPI'S

- Tabled for next meeting.

## Meeting adjourned @ 12:07 PM

Kelly Luce Sebastian, Recording Sec.  
Scribe

IPC  
Reviewed & Approved by

03- 22 -2017  
Date approved