



Regular Meeting Minutes - Approved October 11, 2017

Members Present

Melinda Nish	Stevenson Kotto	Va Savu
Mary Van Auken	Cheryl Vila	Rachel B. Salomon
Rosina Korean	Rigieta Radinikuva Lord	Ricky Bokadrik
Kelly Luce Sebastian		

The meeting was called to order @ 11:07 AM

Agenda Items

1. Welcome
2. Review and Approval of September 27, 2017 minutes
3. Unapproved Mission Statements and AUO's Other Departments/Programs
 - To Approve: V-CARP Mission and PLOs & Maritime Mission
 - Not submitted: ABE, Land Grant, Grants, FABs, Centers, Library
 - Academic Mission and PLOs -- need record of IPC approval or IEC approval now
 - Gen Ed, some EDU, STEM (?), Dev Ed Math
4. Master Planning Update -- METO delay
5. Report of the Annual Report on the Strategic Plan Input – deadline was October 6 – need to review
6. Integrated Planning Cycle
 - PMS due dates – UPDATE – Academic due 10/20, Non-Academic due November 3
 - PR update for Academic PR
 - Quarterly reports?
 - Next phase is prioritization -- discuss timing
7. Other Business

Minutes

1. WELCOME
2. REVIEW OF MINUTES
 - Mary moved to accept the September 27, 2017 Meeting Minutes. Rachel seconded the motion. The motion was unanimously approved.
3. UNAPPROVED MISSION STATEMENTS AND AUO'S OTHER DEPARTMENTS/PROGRAMS
 - To Approve: V-CARP Mission and PLOs & Maritime Mission



Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. box 1258
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- Carpentry
 - **Mission**
 - Recommend to shorten, Take out Arrak and should include quality non-credit.
 - **PLO's:** **1.** Demonstrate basic construction fundamentals. **2.** Demonstrate basic framing and finishing fundamentals. **3.** Practice construction safety precautions. **4.** Identify and use basic hand tools and power tools. **5.** Read and interpret plans and drawings. **6.** Perform basic masonry/concrete work. **7.** Demonstrate and practice essential employability skills.
 - Cheryl moved to approve the PLO's. Stevenson seconded the motion. The motion was unanimously approved.
- Maritime
 - **Mission:** The mission of the CMI – Maritime Vocational Training Center is to provide high-quality non-credit educational services to students who desire maritime-related vocational training opportunities.
 - Cheryl moved to approve the Mission Statement. Rachel seconded the motion. The motion was unanimously approved.
- General Education Program
 - **Mission:** The mission of the general education core program is to empower students to make intelligent life choices by providing a foundation in: **1.** Inquiry and critical thinking; **2.** Communication, both written and spoken; **3.** The diversity of the human experience; and **4.** Ethics and social responsibility.
 - Va moved to approved the Mission Statement. Stanley seconded the motion. The motion was unanimously approved.
 - **PLO's:** **1.** Communicate complex ideas and information effectively through writing, oral presentations, and technological resources. **2.** Demonstrate civic awareness. **3.** Process, analyze, and synthesize information from a variety of sources in order to solve problems and to formulate reasoned and substantiated individual points of view. **4.** Use scientific method to analyze information and solve problems. **5.** Demonstrate quantitative literacy. **6.** Demonstrate understanding and appreciation of the creative process.
 - Va moved to approve the PLO's. Rosina seconded the motion. The motion was unanimously approved.



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- Not submitted: ABE, Land Grant, Grants, FABs, Centers, Library
 - ABE - Rigieta is working on it.
 - Land Grant - Need to see the annual plan (Stanley is still getting more informations).
 - Grants - Stevenson recommend that the grant unit make a Program Review. Cheryl seconded the motion. The motion was unanimously approved with 1 opposed.
 - FABs Mission - It was approved on July 12, 2017.
 - Centers - they need to do a Program Review.
 - Library - working on it.
 - Cheryl will email Stanley, Kenneth, Marcella and Charlynnne to let them know that IEC have voted to include them in the annual Program Review Process and this will be preliminary and we need to set up training and that they will need to complete it by November 17, 2017.
 - Cheryl will help them set it up.
- Academic Mission and PLOs -- need record of IPC approval or IEC approval now
 - some EDU, STEM (?), Dev Ed Math
 - STEM - Cheryl recommend that the PLO's that are directly related to the course they offer should move to STEM Department - Dev Ed or LA support.
 - EDU - Cheryl recommend that they do Associate level PLO's, Certificate level PLO's & Bachelor level PLO's - have one Program Review.
 - Cheryl will have a separate ad hoc meeting with STEM, LA & Dev Ed.

4. MASTER PLANNING UPDATE - METO DELAY

- President is meeting with our consultant and no update yet.

5. REPORT OF THE ANNUAL REPORT ON THE STRATEGIC PLAN INPUT - DEADLINE WAS OCTOBER 6 - NEED TO REVIEW

- Strategic Plan need to be update in term of the responsible people.
- Some of the position are not existent and some responsibilities have shifted.
- Melinda will email Boni and the responsible party for a training.
- Updating deadline is October 18, 2017.

6. INTEGRATED PLANNING CYCLE

- PMS due dates – UPDATE – Academic due 10/20, Non-Academic due November 3
 - Academic - due 10/20
 - Non - Academic - due 11/3
 - The PMS moderating committee
 - Academic - 10/11
 - Non - Academic - 10/12 ?



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- PR update for Academic PR
 - Academic - 2 out of the 8 not acceptable.
 - One of the department responded to the email about their unacceptable Program Review.
 - Cheryl will see the other person in person.
 - The task-force will submit a report and will include the following;
 - Difficulty of hiring faculty members do they can't fill up their faculty lines.
 - Issue with the program itself.
 - Non - Academic - 10/15
- Quarterly reports?
 - Tabled for next meeting
- Next phase is prioritization -- discuss timing
 - Tabled for next meeting

7. OTHER BUSINESS

- N/A

Meeting adjourned @ 12:09 PM

Next Meeting October 25, 2017

Future Agenda

1. **Integrated Planning Cycle Update**
 - Quarterly reports?
 - Next phase is prioritization -- discuss timing
2. **Program Review Report**
3. **Organizational Structure**

Kelly Luce Sebastian, Recording Sec.
Scribe

IEC
Reviewed & Approved by

25 - 10 - 2017
Date approved