



Regular Meeting Minutes - Approved November 22, 2017

Members Present

Melinda Nish
Mary Van Auken
Rosina Korean
Ricky Bokadrik

Cheryl Vila
Va Savu
Rigieta Radinikuva Lord
Kelly Luce Sebastian

Stevenson Kotto
Rachel B. Salomon
Stanley Lorennij

The meeting was called to order @ 11:05 AM

Agenda Items

1. Welcome
2. Review and Approval of November 8, 2017 minutes
3. Unapproved Mission Statements and AUO's Other Departments/Programs
 - To Approve: Land Grant, Arrak Campus, Grants Office
 - To Approve:
 - General Education Mission - The mission of the general education core is to empower students to make intelligent life choices by providing a multidisciplinary foundation in critical thinking, communication, diversity, and social responsibility.
4. Master Planning Update
5. Integrated Planning Cycle
 - PR Update - Not Accepted
 - PMS Update
 - Prioritization Update
 - Quarterly reports - working group
 - Integrated Planning Timeline - working group
6. Other Business -- Unresolved issues:
 - Academic Mission and PLOs -- need record of IPC approval or IEC approval now; need to discuss at what level mission statements should be written
 - Mission statement - Developmental Education Department, Education Department, Nursing Department, STEM Department
 - Business Studies Department has 2 mission statements; one for each program
 - PLOs - Education Programs
 - Future Agenda Items
 - CCSSE 2018 Survey
 - Custom survey items



Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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

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Minutes

1. WELCOME

2. REVIEW OF MINUTES

- October 25, 2017
 - Rachel moved to approved the October 25, 2017 meeting minutes. Mary seconded the motion. The motion was unanimously approved.
- November 8, 2017
 - Mary moved to approved the November 8, 2017 meeting minutes as projected. Rachel seconded the motion. The motion was unanimously approved.

3. UNAPPROVED MISSION STATEMENTS AND AUO'S OTHER DEPARTMENTS/PROGRAMS

- To Approve: Land Grant AUOs, Arrak AUOs, Grant AUOs
 - **Land Grant AUOs**
 - The AUOs should state "At the completion of the services rendered through Land Grant Program, the stakeholders will be able to:"
 - Melinda will work with Stanley offline to reword his AUOs and we can sent it out via email for approval.
 - **Arrak AUOs**
 - The AUOs should state "At the completion of the services rendered, the students will be able to:"
 - Stanley will need to look at the Jaluit/Ebeye AUOs, Cheryl will email them to him.
 - **Grant AUOs**
 - Grant Office did not submit any AUOs.
- To Approve: General Education Mission
 - **General Education Mission:** The mission of the general education core is to empower students to make intelligent life choices by providing a multidisciplinary foundation in critical thinking, communication, diversity, and social responsibility.
 - Va moved to approve the General Education Mission. Rachel and Stanley seconded the motion. The motion was unanimously approved.

4. MASTER PLANNING UPDATE

- Stevenson and Melinda are still working on this.

5. INTEGRATED PLANNING CYCLE

- PR Results - Accepted and Not Accepted
 - We had 6 programs not accepted and were given an extension deadline, which is on Friday November 24, 2017.
 - Cheryl received four revised Program Reviews.



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- 1 accepted (Recreation and Athletic) and 3 Program Review were sent back with comments (HR, Safety and Security and Counseling).
- Cheryl has not seen the revision from Carpentry and Physical Plant (Stevenson is working with them).

➤ PMS Update

- We didn't get everything by Monday, hoping to get everything in this week.
 - Issues: On the Behavioral component part 2 - everyone was struggling with evidence.
 - This will be discuss in the moderating committee.
 - The moderating committee will have to review consistency and may have to send it back (if not consistent to the rubric).
 - The 2nd Cycle
 - Faculty have their new work plans in and the Non-Faculty have to get their work plans in.
 - Melinda spoke to Agnes and HR will sent out when the Non-Faculty must get their new 2nd cycle work plan in.
 - When we develop our 2nd work plan, we should be looking at our relevant Program Review and what we did in our last PMS.
 - Agnes is developing a mandatory evaluation or assessment of the first cycle according to the policy - we can follow up with Agnes on how she's collecting the information from the Non-Faculty
 - Faculty were encouraged to give their feedback through the senate.

➤ Prioritization update

- Cheryl sent two file, word and excel - will work with IT about the excel file.
 - The excel file is for the score and the word file contain the details of each of the initiatives.
 - Deadline is December 8, 2017.

➤ Quarterly reports - working group

- The Quarterly reports document the activity of the unit, and should be part of Program Review.
- Stevenson will send out the Quarterly Report due dates.
- The Quarterly Reports ad hoc working group are Cheryl, Stanley and Stevenson.
 - The working group should present their recommendation to the committee next meeting - December 13, 2017.

➤ Integrated Planning Timeline - working group

- The Integrated Planning Timeline ad hoc working group are Cheryl, Va and Stevenson.



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- The working group should present their recommendation to the committee next meeting - December 13, 2017.

6. OTHER BUSINESS -- UNRESOLVED ISSUES:

- Academic Mission and PLOs -- need record of IPC approval or IEC approval now; need to discuss at what level mission statements should be written
 - Mission statement - Developmental Education Department, Education Department, Nursing Department, STEM Department
 - We haven't really communicate to STEM, DEV ED and the CMI Community about the changes we decided regarding DEV ED.
 - IEC Recommendation: Development Education Department will be Development English Department and we're moving some of their PLOs to the STEM Department.
 - This will go to Faculty Senate and CC.
 - Business Studies Department has 2 mission statements; one for each program
- Future Agenda Items
 - CCSSE 2018 Survey
 - Custom survey items - need 15 questions.
 - We will do the CCSSE Spring 2018 and Cheryl needs everybody's suggestion by Wednesday November 29, 2017.

Meeting adjourned @ 11:57 AM

Next Meeting December 13, 2017

Kelly Luce Sebastian, Recording Sec.

Scribe

IEC

Reviewed & Approved by

13 - 12 - 2017

Date approved