



Special Meeting Minutes - Approved February 06, 2018

Members Present

Cheryl Vila	Stevenson Kotton	Va Savu
Mary Van Auken	Rigieta Radinikuva Lord	Rachel Salomon
Rosina Korean	Kelly Luce Sebastian	

The meeting was called to order @ 12:06 PM

Agenda Items

1. **Welcome**
2. **Review and Approval of January 17, 2018 minutes**
3. **Unapproved Mission Statements and AUOs Other Departments/Programs**
 - **Land Grant AUOs**
 - **Upon successful delivery of the services provided, students will be able to effectively apply and utilize basic agriculture skills and knowledge for their own benefits.**
 - **Upon successful delivery of the services provided, Land-Grant stakeholders will be able to gain the knowledge and skills needed to sustain their lives economically, physically and socially.**
 - **Arrak AUOs**
4. **Accreditation**
 - **Midterm Report**
 - **Protocol for BAEE Accreditation**
5. **Master Plan METO Draft discussion**
6. **Integrated Planning Cycle**
 - **PR Update –**
 - **HR and Land Grant – for revision**
 - **Grant**
 - **Assessment Report**
 - **What are the implications of the results and/or observations?**
 - **How can IEC improve the Program Review process as part of the Integrated Planning cycle?**
 - **PMS Update --- Status of 2nd cycle PMS work plans**
 - **Prioritization Update – sent to BC**
 - **Quarterly reports - (Cheryl, Stanley, Stevenson)**
 - **Integrated Planning Timeline – (Cheryl, Va, Stevenson)**



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

Tel: (692) 625-3291/3843
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Email: iec@cmi.edu

7. Other Business

- Website
- Unresolved issues:
 - Academic Departments 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 (ask Mary for update), Education Department, Nursing Department, STEM Department
 - Business Studies Department has 2 mission statements; one for each program – Still at CC
 - PLOs - Education Programs

Minutes

1. WELCOME

2. REVIEW OF MINUTES

- Mary moved to approve the January 17, 2018 meeting minutes as projected. Rosina seconded the motion. The motion was unanimously approved with 2 abstentions.

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

- Grant AUOs (revisit and revise) - **Upon successful completion of services rendered, students will be able to have access to more programs and services through external funding.**
 - Rachel moved to accept Grant AUO as projected. Va seconded the motion. The motion was unanimously approved.
- Land Grant AUOs - **Upon successful completion of services rendered, the community will be able to gain the knowledge and skills needed in agriculture, aquaculture, and food technology to sustain their lives economically, physically and socially.**
 - Va moved to accept Land Grant AUO as projected. Rachel seconded the motion. The motion was unanimously approved.
- Arrak AUOs - None/disregard.

4. ACCREDITATION

- Midterm Report
 - Cheryl asked if Mary could bring up the mid-term report in the faculty senate meeting.
 - At the very least, if FS can issue a statement that they have knowledge and access to the midterm report. Possibly, if FS can accept the report and endorse it to EC through the FS President.



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- Stevenson moved to accept the mid-term that was presented by the email Cheryl sent out and endorse the report to EC for acceptance. Va and Mary seconded the motion. The motion was unanimously approved.
- Protocol for BAEE Accreditation
 - A protocol was sent in preparation for the WASC visit on October.
 - Va will chair the sub-committee and choose her members.

5. MASTER PLANNING - DRAFT DISCUSSION

- The Master plan is under review and trying to incorporate the other plan.
- Stevenson is still waiting for President's summary report and after EC tomorrow he'll share the report.

6. INTEGRATED PLANNING CYCLE

- PR Update - PR need to be resolve by Monday.
 - HR and Land Grant - for revision
 - Stevenson will talk to them today.
 - Grant
 - Grant have not submit anything.
 - Assessment Report
 - IEC members need to read the report and propose changes to the Program Review process and to Integrated Planning.
- PMS Update - Status of 2nd cycle PMS work plans
 - 4 need to submit their PMS, deadline is Friday (1st cycle).
- Prioritization Update - sent to BC
 - BC will have a special meeting on Thursday February 15, 2018.
- Quarterly reports - (Cheryl, Stanley, Stevenson)
 - The committee has not met.
 - There will be a meeting Thursday February 8 at 5pm.
 - Revise the process.
- Integrated Planning Timeline – (Cheryl, Va, Stevenson)
 - The committee has not met.
 - There will be a meeting Thursday February 8 at 5pm.

7. OTHER BUSINESS

- Website - Tabled
- **Unresolved issues:** - Tabled
 - 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 (ask Mary for update), Education Department, Nursing Department, STEM Department.



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- Business Studies Department has 2 mission statements; one for each program – Still at CC
 - PLOs - Education Programs - still working on it.
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- Future Agenda Items
 - Strategic Plan 2019-2023
 - Others/Announcement
 - Rigieta made a motion to reschedule our regular Wednesday meeting February 14, 2018 at 11am to Thursday February 15, 2018 at 12pm.

Meeting adjourned @ 1:01 PM

Next Meeting February 15, 2018 (Special) @ 12pm

Kelly Luce Sebastian, Recording Sec.
Scribe

IEC
Reviewed & Approved by

15 - 02 - 2018
Date approved