



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
Fax: (692) 625-7203
Email: iec@cmi.edu

Regular Meeting Minutes – Approved by Electronic Vote (12-17-2018) November 28, 2018

Members Present

Cheryl Vila
Roselyn Tartios
Vasemaca Savu

Rosina Korean
Rigieta Radinikuva Lord
Sali Andrike

Verenaisi Bavadra
Leander Jennet

The meeting was called to order @ 11:13 AM

Agenda Items

1. Review of Previous Minutes
2. Recording Secretary
3. Accreditation
 - Standard I.A.2: The institution uses data to determine how effectively it is accomplishing its mission, and whether the mission directs institutional priorities in meeting the educational needs of students.
4. Update from Academic Program Review Committee
5. Update from Non-Academic Program Review Committee
6. Discussion of Actions to Result from CCSSE
7. Action on Great Colleges to Work For
8. Integrated Planning Taskforce Membership
9. Assessment and Tracdat Update (Director IRA)
10. Strategic plan

Minutes

1. Review of Previous Minutes
 - It was reviewed during last meeting, but did was not approved due to non-quorum. Cheryl will advise Dr. Elizabeth for online voting to approve last meeting's minutes.
2. Recording Secretary
 - Sali Andrike will record today's meeting minutes, IEC is yet to vote on a permanent recording secretary.
3. Discussion: Accreditation – Standard 1.A.2: The institution uses data to determine how effectively it is accomplishing its mission, and whether the mission directs institutional priorities in meeting the educational needs of students.
 - To some extent, yes and no – Yes because in our Program Reviews (PR's), on the analysis section, data is the driver for prioritization of institutional initiatives, but data is not sometimes used all the time to direct needs of the community and needs.
 - Although IR office provides data – the Fact Book data, it does not actually provide how effectively CMI is accomplishing its mission, which needs to be discussed at Executive Council (EC) Committee.



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- To address this, Cheryl will begin to provide end of semester report to CC, EMC, and IEC: SLO's assessments taken – to cage how we are achieving our mission in terms of providing student learning activities to students through assessments that they do, student achievement, course completion rate (retention rates to be discussed at EMC level, but can also be discussed at IEC).
 - CMI addresses this through regularly reviewed data in IEC, CC, and EMC.
 - CMI also has the Key Performance Indicator (KPI's), which is set and recommended by IEC and approved by the BOR, that can be used to address this standard. But Is not enough to address this standard, due to unreview data and actions.
 - To achieve the mission, CMI also needs to have the resources and structures in place.
 - Data is critical in making informed decisions on creating programs, but it also depends on the committee's decisions depending on their approved procedures in creating courses/programs.
 - Regardless of how effective this standard is, ACCJC only respects and care that there is a standard in documenting how effectively CMI is achieving its mission.
 - This standard still lacks basic essential parts that need to be discussed in EC.
4. Update from Academic Program Review Committee
- This committee is awaiting Business Studies Program Review, was promised to be submitted today – Nov. 28, 2018. A letter of warning should be given if not yet provided and have asked multiple times to submit its PR.
 - All have done their individual assessments, just need to input into the google form.
 - It is ok to submit a group (committee) final report – indicating which PR is acceptable, exemplary, and not acceptable.
5. Update on Non-Academic Program Review Committee
- Departments who have not submitted – FABS, Physical Plants, and Financial Aid.
 - Some PRs that were submitted only complete up to 6 sections, and some all the way to 9 sections. (incompletes need to be returned, and unacceptable PR's can be given 5 days to redo).
 - Experienced some issues with forms online – Cheryl will look into the forms and resend links.
6. CCSSE Report – what data from this CCSSE report that will help determine if CMI is achieving its mission.
- CCSSE reflects the students' perspective.
 - Results of this CCSSE indicate that students are not aware of the facilities and resources available for their use.
 - This also showed that students do not that CMI has a new mission statement.
 - Based on these results, it is suggested that students be continuously oriented throughout their first year at CMI to help them succeed. A two-day orientation is not enough.
 - Library will be reorganized to meet students' requests/educational needs – have spaces to work in groups and can have group discussions quietly.
 - Not all students are aware that classrooms and other spaces can be used for group projects during the college hours 11 a.m. – 12 p.m.



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- Students are not aware that they can reach out to faculty outside of the classroom, not related to course work.
- 7. Action on Great Colleges to Work For
 - Skipped, did not discuss.
- 8. Integrated Planning Taskforce Membership
 - There's already rep from Management Group and Faculty, awaiting a rep from Staff Senate.
- 9. Assessment and Tracdat Update (Director IRA)
 - Update provided in last meeting.
- 10. Assessment and Tracdat Update (Director IRA)
 - Tabled for next meeting.
- 11. Other: Suggested items to discuss on next meeting.
 - Strategic Plan
 - Prioritization matrix
 - CCSSE results
 - Program Reviews
 - KPI's

Meeting adjourned @ 12:16 PM

Sali L. Andrike

Scribe

IEC

Reviewed & Approved by

2018 - Month- Day

Date approved