



**Institution Effective Committee Meeting Minutes
February 13, 2019, BOR Conference Room 11.15am**

Members Present

Dr. Elizabeth Switaj
Stevenson Kotton
Boni Sanchez
Rosina Korean
Vasemaca Savu
Rachel Salomon

Cheryl Vila
Rigieta Radinikuva Lord

Verenaisi Bavadra
Jennifer Seru

Agenda Items:

1. Recording Secretary
 2. Minutes of January 9, 2019 meeting
 3. [Minutes of January 23, 2019 meeting](#)
 4. Report Back from EC
 - a. Revised RSA approved
 - b. Mission Review
 5. Accreditation
 - a. Standard I.B.1: The institution demonstrates a sustained, substantive and collegial dialog about student outcomes, student equity, academic quality, institutional effectiveness, and continuous improvement of student learning and achievement.
 6. PR Update
 7. Review of [Prioritization Matrix](#)
 8. Action on Great Colleges to Work For
 9. Integrated Planning Review Share document with Faculty Senate for comments
 - a. [Proposed redesigned SLO Assessment Cycle](#)
 - b. [Proposed redesigned Program Review Cycle](#)
 - c. Other documents and updates
 10. College KPIs
 11. [DRAFT Data Release Policy](#)
- [Business Studies Department mission](#)

The meeting was called to order @ 11:15 AM



Minutes

1.0 Recording secretary – Jennifer Seru

2.0 Review of Minutes of Meetings

Minutes of January 30 meeting presented and accepted

3.0 Report from EC:

- a) Revised IEC RSA was approved at EC
- b) College Mission – IEC to review the College Mission and process

4.0 Accreditation

a) **Standard I.B.1: The institution demonstrates a sustained, substantive and collegial dialog about student outcomes, student equity, academic quality, institutional effectiveness, and continuous improvement of student learning and achievement**

- Committee discussion on how the institution exhibits sustained, substantive and collegial dialogue about student outcomes
- Academic and non-academic departments shared current practice
- Suggestion to improve and strengthen communications between departments about student outcomes

5.0 PR Update – Formal recommendations from sub-committees needed

- a) –Academic committee work in progress on Academic department PR assessment and scoring
 - Committee will present report in the next meeting
- b) Non Academic Committee – reviewing PR submitted.
 - Some departments still working on PR to be submitted
 - Committee will present report in a later meeting

6.0 Review of Prioritization Matrix

- Concerned raised about the scoring matrix
- Program review committee will look at the Matrix

7.0 Action on Great Colleges to Work For

- members were not ready to discuss document
- chair reminded committee members to read up on the document and be ready for discussions in the next meeting

8.0 Integrated Planning Review

- Integrated planning documents presented
 - a) Proposed Redesigned SLO Assessment Cycle
 - b) Proposed Redesigned Program Review Cycle
- Committee tasked to share and inform groups that they represent of the proposed changes
- Any comments to be brought to the next IEC meeting



Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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9.0 College KPIs – tabled for next meeting

10.0 [DRAFT Data Release Policy](#) – tabled for next meeting

[Business Studies Department mission](#)- tabled for next meeting

Meeting adjourned at 12.15pm