



Institutional Effectiveness Committee Meeting Minutes – Approved 09/25/2019 September 11 , 2019, Old Library 11.10am

Present

Dr. Elizabeth Switaj
Vasemaca Savu
Cheryl Vila
Lola Schutz
Chris Sebastian
Agnes Kotoisuva

1. Previous meeting minutes:
 - a. [September 4, 2019](#)
 2. Feedback on Wappapes
 3. [IEC 2018-2019 Assessment](#)
 4. Power BI
 5. Data point
 6. Accreditation
- . Follow up on I.B.3:
 - i. [Draft proposal on KPIs](#)
 1. Feedback from faculty senate, staff senate, management group
 2. General
 3. Minimum program enrollments
 4. HR KPIs
 5. Finance KPIs
 6. Monitoring and remediation
 - a. Standard I.B.6: The institution disaggregates and analyzes learning outcomes and achievement for subpopulations of students. When the institution identifies performance gaps, it implements strategies, which may include allocation or reallocation of human, fiscal and other resources, to mitigate those gaps and evaluates the efficacy of those strategies.
 7. [DRAFT 2019-2020 RSA](#)

The meeting was called to order @ 11:25 AM

Minutes

Recording secretary –Rigieta Lord

1. Review of Minutes of Meetings
Minutes of September 4 meeting presented. Lola moved to approve, seconded by Agnes. 2 Abstain from Va and Chris
- 2.0 Feedback on Wappapes



Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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- Management Group - have informed its members
- Department Chairs - Dean Savu informed the Chairs to look at the email sent by the President on August 21st, 2019 and provide feedback
- Staff Senate - the group has not met
- VPASA has informed the Group reps that she is willing to attend the regular meetings of the constituent bodies. However she can only attend upon Invitation. When looking at the documents, refer to the Strategic Plan and see which applies to the group and to our job and then discuss on that

3.0 2018-2019 Assessment

- Differentiate what the IEC should do and what EC should so that there is no overlapping of roles
- Set up a Data Governance Committee - may communicate on the narrative reports and to deal with information overload
- Have a Vice Chair
- Reports to be posted on the CMI Website
- Data Governance Committee to discuss whether it should be posted internally or externally
- Director HR moved to approve, seconded by Lola and all approved, it will be forwarded to EC

4.0 Power BI - Director IR will conduct a training

5.0 Data Point

- 200% achievement rate for the 2015 cohort
- Chart 1: the number reflects the Credit Level
- LeEvel 1 - students are able to complete in 4 years, FT each semester even during Summer
- Level 2 - Carpentry - 2 ½ years, if all complete on time
- Shows the breakdown and what it is, emphasises the contributions from each Program. Carpentry program has a greater contribution to the College's completion rate
- Director IR suggested that we focus on Level 3 and Credit Level as they have a high probability of completing in 2 years and 3 years. If this is done, there is a guarantee that we can complete the 20%
- Honor Program - Can also help for this
- Dean Savu requested if the Director IR can breakdown the results by Programs. This will provide information on which programs are losing students to other programs
- Dev Ed students - when they declare a major they will be part of that program even if they move to another program



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- Change of Program - if we implement the Change of Program, the Program Sheet is based on the year they enrolled.
- HR Director suggested to apply the Guided Pathway. The College exists because of the AA/AS degrees and the bulk of the resources should be in the Credit programs.
- The focus should be a targeted effort to increase the completion for Credit programs
- With the elimination of the double pre-reqs, this may have an impact on Completion for Fall 2019
- Certificate Programs - Dean Savu suggested that we re-look at these programs as the numbers are reducing.

6.0 Accreditation

a. HR KPIs - completed

- Finance KPIs - discussion in the next IEC
- Review the Monitoring and Remediation section
- Reps from Committees to provide feedback

b. Standard I.B.6 - provide feedback, To be tabled for next meeting

7.0 Draft 2019-2020 RSA - To be tabled for next meeting

Meeting adjourned at 12.15pm