



Institutional Effectiveness Committee Meeting Minutes
June 10, 2020
11:10 am
BOR Conference Room

Agenda

1. Previous meeting minutes:
 - a. October 9, 2019
 - b. [April 22, 2020](#)
 - c. May 15, 2020
2. Report Back from Board of Regents
3. [Mission Review in Asana](#)
4. Subcommittee updates:
 - a. Data Governance - Meeting cancelled. Will meet this week.
 - b. Planning
 - i. [Prioritization and ranking of costed activities](#)
 - c. Review
5. Accreditation
 - a. Follow up on Standard I.C.4: Do all academic program webpages include purpose, content, course requirements, and expected learning outcomes? Is this information included in next year's catalog?
 - b. ISER drafts for feedback from committee: -
 - i. [I.A](#)
 - ii. [I.C](#)
 - c. Items needed for the ISER:
 - i. SLO Cycle 1 Assessment Results
 - ii. PLO and AUO Assessment Results - Groups 1 & 2
 - iii. Program Review Results - Groups 1 & 2
 - iv. ISLO Assessment Results - Graduates Exit and CCSSE surveys
 - v. BAEE SLO and PLO Assessment Results
 - vi. Student equity and engagement outcomes
 - d. Discussion of outcome types
6. [SLO Assessment Rubrics](#)
7. [Assessment Coach Report](#)
8. Integrated Planning Manual
9. ISLO assessment - feedback from faculty
10. Updates on Program Review process (FACETS)



Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

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- a. Standards for assessing PRs
 - b. Updates on Amass & Consider data
 - i. Degree Programs
 - ii. Student and Learning Support
11. [Library cataloging policy](#)
 12. [Plan of work for the committee this year](#)

Minutes:

1. Previous meeting minutes:
 - a. October 9, 2019 Tabled
 - b. April 22, 2020 Va moved, Lola seconded; Approved with revision
 - c. May 15, 2020 Tabled
2. Report Back from Board of Regents

Approval of proposed changes to KPI was deferred. VPASA will need additional support from selected personnel to answer BOR questions on it. Mission review process was approved on May 27th.
3. [Mission Review in Asana](#)

Since BOR approved the mission review process. EVP has the activity in Asana and the process can now start. Questions to collect feedback are ready. Feedback collection from different groups has to start. Google Form will be used for internal stakeholders. A small working group will follow up with this process led by EVP and representatives from the Senates and Management Group i.e. Waisiki from the Faculty Senate, Lola from the Staff Senate. Ruthy will forward the name of the Management Group representative. Will solicit feedback through the local newspaper. Working group will have more discussions.
4. Subcommittee updates:
 - a. Data Governance - Meeting cancelled. Will meet this week.
 - b. Planning
 - i. [Prioritization and ranking of costed activities](#)

EVP included three additional questions in the Prioritization Matrix to align CMI's Strategic Plan with the five pillars of the RM National Strategic Plan per the Minister of Education's request. Eighteen members, composed of the Senior Leadership Team and all directors and chairs, who have submitted activities for costing, completed the prioritization process. For information, EVP will provide an additional list of activities that will not incur any costs. EVP will provide the College Wide Action Plan and will forward to the Budget Committee for prioritization.



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Agnes moved to accept the prioritization list. Va seconded. Motion approved.

- c. Review - Tabled
5. Accreditation
 - a. Follow up on Standard I.C.4: Do all academic program webpages include purpose, content, course requirements, and expected learning outcomes? Is this information included in next year's catalog?
Not yet still on the webpages. Dean of AA asked department chairs to provide purpose and content for each of their academic programs. Template has been provided by the Dean of AA. SLOs will be in the next catalog.
 - b. ISER drafts for feedback from committee: -
 - i. [I.A](#) - Feedbacks are in the documents. Need to bring it up to date. Standard is met.
 - ii. [I.C](#) - Budget Committee and Curriculum Committee RSAs and assessments are missing. Dean of AA will follow up with the CC committee chair and secretary.
Discussion: It is noted that some committees are not functioning properly (missing RSAs, assessments, and minutes) for some time now. VPASA mentioned the need to look at the institutional review of participatory governance. EVP suggested that the Review Subcommittee of IEC can look at this. On the other hand, VPASA suggested that a disappearing committee should review the governance structure, someone outside of the governance structure and should report to the President. HR Director suggested including a review of the administrative structure as well. EVP and VPASA will take this discussion to SLT. VPASA will ask ACCJC for recommendations on colleges with best practices.
 - c. Items needed for the ISER: - Tabled
 - i. SLO Cycle 1 Assessment Results
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 - iv. ISLO Assessment Results - Graduates Exit and CCSSE surveys
 - v. BAEE SLO and PLO Assessment Results
 - vi. Student equity and engagement outcomes
 - d. Discussion of outcome types - Tabled
6. [SLO Assessment Rubrics](#) - Tabled
7. [Assessment Coach Report](#) - Tabled
8. Integrated Planning Manual - Tabled



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9. ISLO assessment - feedback from faculty - Tabled
10. Updates on Program Review process (FACETS) - Tabled
 - a. Standards for assessing PRs
 - b. Updates on Amass & Consider data
 - i. Degree Programs
 - ii. Student and Learning Support
11. [Library cataloging policy](#) - Tabled
12. [Plan of work for the committee this year](#) - Tabled