Institutional Effectiveness Committee



College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

(692) 625-3291/3843 Tel: (692) 625-7203 Fax: Email: iec@cmi.edu

Majuro, Marshall Islands, MH 96960

IEC Minutes November 18, 2020 11:10 am **BOR**

Meeting was chaired by VP Elizabeth Switaj & called to order at 11.15 am.

In Attendance:

EVP William Reiher VP. Elizabeth Switaj Ruth Laikidrik

Rosina Korean Hatty Kabua Florence Peter Agnes Kotoisuva

Va. Savu Rigieta Lord

Agenda and Meeting Minutes

- 1. Previous meeting minutes:
- September 23, 2020 a.
- November 11, 2020 Florence made a motion to accept the Minutes, seconded b. by Rosina.
- 2. Vice Chair Election
 - VPBAA made a motion for EVP to be the Vice Chair, seconded by HR Director, all members were in favor.
- Subcommittee and Working Group updates: 3.
- Data Governance a.
 - IR Director on leave, no updates
 - b. Planning
 - EVP has asked the President for an update on the Board rep for the Participatory Governance Committee, the Board Chair is yet to provide an update
 - c. Mission Review
 - Will be forwarded to the Board for approval
 - d. ISLO assessment working group
 - No meeting yet
 - 1. Online Learning Policy

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- Some edits were done on the document during the meeting the words 'regular' and 'substantiary interaction' were inserted
- Online To be in real time and activities to be interactive
- Need internet access to have interactive in class activities
- Question raised by HR Director if an instructor is teaching remotely, how does this apply to them, they will use Zoom for their classes
- VPASA raised that one College was taken to task as the faculty did not initiate the activities, it was initiated by the students
- VPBAA when his class first practiced online, they interacted throughout the weeklong training
- ABE Level 4 and 5 already have Moodle shells as they are encouraged to use Moodle
- VPBAA made a motion to accept the Online Learning Policy with the changes as projected, Dean AA seconded, all members present were in favor
- 2. Framework for Assessment of Online Courses
 - No comments on this yet
 - Dean AA made a motion to accept the Framework, Seconded by Rosina
- 3. Accreditation: Review I.B.1
 - Talk about outcomes in a meaningful and ongoing way
 - Discussions Student Outcomes are in the L & T Rebellip, a sentence to be added
- 4. KPIs education/day Tabled for next meeting
- 5. Plan of work for the committee this year Tabled for next year
- 6. OTHER MATTERS
 - Prioritization Priority for the last academic year can be utilized this year as the funds are available
 - \$150000 is available
 - Timeline Program Review for those departments who are finishing, can resubmit
 - Those departments not doing Program Review but already approved can still utilize funds
 - January the process will not change
 - VPBAA Those activities that were not prioritized in the PR Process, will be incorporated into the Wappepe. All the Wappepe activities go into the Strategic Plan
 - EVP Prioritize in Wappepe on what is important e.g Fire Extinguishers and Fire Hydrant
 - Health and Safety Audit is in the Wappepe

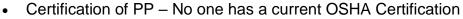
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- Space Utilization Physical Plant is prioritizing in Facilities & Security Wappepe, Director IR is working on the data for this study
- Dean AA requested to be part of the committee, some rooms are supposed to be offices but are being used as Photocopy rooms or Storage
- Space utilization project will be included as a part of the Planning Sub-Committee, EVP will select the members and report to this Committee

Meeting was adjourned at 11.55am