



**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
Rosina Korean
Florence Peter
Rigieta Lord

VP. Elizabeth Switaj
Hatty Kabua
Agnes Kotoisuva
Va. Savu

Ruth Laikidrik

Agenda and Meeting Minutes

1. Previous meeting minutes:
 - a. September 23, 2020
 - b. [November 11, 2020](#) – Florence made a motion to accept the Minutes, seconded 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.
3. Subcommittee and Working Group updates:
 - a. Data Governance
 - 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](#)

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
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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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- Certification of PP – No one has a current OSHA Certification
- 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