



**Institutional Effectiveness Committee  
March 10, 2021  
Board Conference Room**

**MINUTES**

**PRESENT:**

Chairperson Dr. Elizabeth Switaj	Vice President for Academic and Student Affairs
Co-Chair William Reiher	Executive Vice President
Stevenson Kotton	Vice President for Business Administration Affairs
Stanley Lorennij	Vice President for Land Grant
Rosina Korean	Faculty Senate Representative
Florence Peter	Curriculum Committee, Chairperson
Agnes Kotoisuva	Director of Human Resources
Cheryl Vila	Director of the Institutional Research and Assessment
Rigieta Lord	Dean, WAVES
Hatty Kabua	Grant Coordinator/Writer
Jennifer Seru	for Dean of Academic Affairs
Nina M. Reimers	Staff Senate Representative
Danny Jack	SBA Representative

The Institutional Effectiveness Committee's 1st meeting for the month of March 2021, was called to order by the Chairperson at approximately 11:15 a.m.

1. Minutes from February 24, 2021 were reviewed, revised, and approved by the committee.
  - a. The Director of the IRA moved to approve the minutes, the Director of HR seconded the motion. Motion was carried out unanimously with 1 abstention.
2. **Subcommittee and Working Group Updates:**
  - a. **Data Governance** - Reported by the Director of IRA
    - i. Data Definition - PS Institution
      1. After carefully reviewing the CMI Data Dictionary, the Director of IRA made a motion to approve, seconded by the Director of HR. Motion was carried out unanimously by the majority with no abstentions.

**DECISION**

**The proposed Data Governance - PS Institution was approved, as presented.**

- ii. Updated TOR



1. The Director of the IRA presented the updated Data Governance Committee's TOR, including the changes which were approved by the Committee in the previous IEC meeting on February 24, 2021.
- b. **Planning** - Reported by the EVP
  - i. Human Capital Wappepe
    1. After a final review, the VPBAA moved to approve the Human Capital Wappepe, seconded by the Dean of WAVES. The motion was carried out unanimously by the majority with no abstentions.

**DECISION**

**The Human Capital Wappepe was approved, with no modifications.**

- ii. Strategic Plan, Approved Program Reviews, and SLT Strategic Initiatives 2021
  1. After the Committee reviewed this carefully, the Faculty Senate Representative made a motion to approve. The motion was seconded by the Curriculum Committee Chair and was unanimously approved by the majority.

**DECISION**

**The Strategic Plan, Program Review Initiatives, SLT Strategic Initiatives - 2021 List of Prioritized Costed Activities was approved, as presented.**

- c. **AUO Working Group**
  - i. Committee Recommendations
    1. It was requested by the EVP to defer the matter.
  - ii. AUOs for Human Resources
    1. After a careful review, the Acting Dean of Academic Affairs made a motion to approve. The Dean of WAVES seconded the motion, and the motion was carried out unanimously by the majority.

**DECISION**

**The Human Resources Department Administrative Unit Outcomes (2021) were approved, as presented.**

- iii. AUOs for the Institutional Research and Assessment
  1. After a deliberation on the appropriate wording for the section "Data Reports and Research," the Committee decided to defer the matter for further review and consideration.

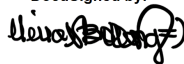


- iv. AUOs for the Arrak Campus
  - 1. After a thorough review, with minor modifications, the Committee decided that the AUO be returned to the respective department to be further analyzed and to make additional modifications, if necessary.
- v. AUOs for the Grants
  - 1. This was requested by the EVP to be deferred, which was agreed by the majority of Committee members.
- d. **ISLO Assessment Working Group**
  - i. ISLO Assessment Cycle
- e. **Program Review Working Group**
- 3. **Next Steps for the Approved Program Reviews**
- 4. **Groups with Late Start Dates for PR - Possible Changes to Cycle/Exemption**
  - a. Land Grant
  - b. General Education
- 5. **Accreditation Update.**
- 6. **KPIs**
- 7. **MAPS Cycle 2, Group 1 Assessment Tools**
- 8. **Next Meeting Date**
  - a. The Chair informed the Committee of the change in the next IEC meeting.
    - i. The next IEC meeting will be March 31, 2021, due to the upcoming ACCJC's virtual visit, which conflicts with the Executive Council's meeting date.
- 9. **Plan of Work for the Committee this Year**

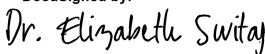
Due to the time constraints, Agenda Item No. 2(d) to No. 7 and No. 9, were deferred by the Chairperson.

### **ADJOURNMENT**

The 1st Institutional Effectiveness Committee's meeting for the month of March 2021 was adjourned at 12:15 p.m.

DocuSigned by:  
  
 D04F36FDE82B468...

Secretariat officer - Executive Council

DocuSigned by:  
  
 C18CCD96C4D1452...