



Institutional Effectiveness Committee
11:10 a.m. April 28, 2021
Board Conference Room

MINUTES

PRESENT:

- | | |
|---------------------------------|---|
| 1. Co-Chairperson Dr. Elizabeth | Vice President for Academic and Student Affairs |
| 2. Rigieta Lord | Dean of WAVES |
| 3. Jennifer Seru | for Dean of Academic Affairs |
| 4. Agnes Kotoisuva | Director of Human Resources |
| 5. Verenaisi Bavadra | Staff Senate Representative |
| 6. Cheryl Vila | Director of Institutional Research and Assessment |
| 7. Rosina Korean | Faculty Senate Representative |
| 8. Florence Peter | Curriculum Committee, Chairperson |
| 9. Danny Jack | SBA Representative |
| 10. Jakio Lanwe | Staff Senate Representative * |

* Due to technical difficulties at Wotje, the Staff Senate Representative was unable to attend the IEC meeting via Zoom.

The meeting was called to order by the Chairperson at approximately 11:15AM.

1. Approval of Previous Minutes

- a. The meeting minutes from April 14, 2021 were reviewed by the IEC.
 - i. The Acting Dean of Academic Affairs moved to approve the minutes, seconded by the Faculty Senate Representative. The motion was passed unanimously by the majority.

DECISION

The IEC minutes for April 14, 2021 were approved, as presented.

2. Subcommittee and Working Group Updates:

- a. **Data Governance:** Director of IRA
 - i. No Update/Issue
- b. **Planning - EVP**
 - i. Not Present
- c. **AUO Working Group**



- i. No Update
- d. **ISLO Assessment Working Group – VPASA**
 - i. ISLO Assessment Cycle shall be further discussed in the next meeting on May 12, 2021.
- 3. **FACETS Update - VPASA**
 - i. The VPASA updated the committee on the status of the groups 3,4,5, and 6.
 - ii. Remember that the deadline should be the end of this semester.
- 4. **KPIs:**
 - a. Feedback on the KPIs from the Retreat were discussed and reviewed by the committee.
 - b. After minor modifications were made, the Acting Dean of AA made a motion to approve the Recommended Changes to Institutional KPIs, ISS, and Stretch Goals. The motion was seconded by the Dean of WAVES, and was carried by the majority.

DECISION

With the minor modifications, the Recommended Changes to Institutional KPIs, ISS, and Stretch Goals, was approved.

- c. DRAFT IEC response to suggestions.
- 5. **NEW PLOs from Library**
 - a. The committee discussed and reviewed the PLOs from the Library Department.
 - b. After recommendations were suggested by the committee members, the Staff Senate Representative will re-submit the PLOs for the IEC's review and reconsideration.
- 6. **Revision to "F" Portion of PR Template**
 - a. After a few minor modifications, a motion was made by the Acting Dean of Academic Affairs to approve the Proposed Change to "F" Fields in Nuventive, which was seconded by the Staff Senate Representative. The motion was passed successfully by the majority.

DECISION

The Proposed Change to "F" Fields in Nuventive was approved, with the minor modifications.

- 7. **Accreditation Update**
 - a. The ALO/VPASA reminded the committee of ACCJC's meeting in June 2021, in which CMI's accreditation will be announced.
 - b. The committee discussed in depth the Standard Review: I.A.2.:
 - i. "The institution uses data to determine how effectively it is accomplishing its mission, and whether the mission directs institutional priorities in meeting the education needs of students."



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ADJOURNMENT

The *second* IEC meeting for the month of April 2021 was adjourned at 11:55pm.

Submitted By:

DocuSigned by:

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Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

65AD6D4E022F487...

William Reiher, EVP
Chairperson, IEC

Approval Date:

May 26, 2021

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Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/26/2021 3:56:05 PM
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