



P.O. box 1258  
Majuro, Marshall Islands, MH 96960

Accredited by the Western Association of Schools and Colleges

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**Institutional Effectiveness Committee**  
**11:10 a.m., January 12, 2022**  
**BoR Conference Room**

**MINUTES**

**PRESENT:**

Chairperson William Reiher	Executive Vice President
Co-Chairperson Dr. Elizabeth Switaj	Vice President for Academic and Student Affairs
Stevenson Kotton ( <b>Not Present</b> )	Vice President of Business and Administrative Affairs
Stanley Lorennij	Vice President of Land Grant
Angela Franklin ( <b>Not Present</b> )	Dean of Student Services
Vasemaca Savu	Dean of Academic Affairs
Rigietia Lord	Dean of WAVES
Cheryl Vila	Director of Institutional Research and Assessment
Agnes Kotoisuva	Director of Human Resources
Oyinade Ogunmokun	Curriculum Committee Chairperson
Rosina Korean	Faculty Senate Representative
Hatty Kabua ( <b>Not Present</b> )	Grant Coordinator
Jakio Lanwe ( <b>Not Present</b> )	Staff Senate Representative II
Lucky Laik ( <b>Not Present</b> )	Student Representative
<b>ATTENDEES via ZOOM</b>	
Verenaisi Bavadra	Staff Senate Representative I

The Institutional Effectiveness Committee's *first* meeting for January 2022, was called to order by the Chairperson at approximately 11:10 a.m.

**1. Mission Statement**

- a.** The meeting started off with the mission statement being recited by the Dean of Academic Affairs.

**2. Approval of Previous Meeting MINUTES**

- a.** The draft Minutes from December 8, 2022, were reviewed by the Committee.
- i.** After the committee reviewed the **MINUTES**, the VPASA made a motion to approve the **MINUTES**. The Faculty Senate Representative seconded the motion, as the motion was carried successfully with one abstention.

**DECISION**



**With no corrections, the IEC meeting MINUTES for December 8, 2022, were approved.**

**3. Action Items**

- a. As per the Chairperson, there were no action items for the Committee's review.

**4. Subcommittee and Working Group Updates:**

**a. Data Governance**

**i. *Data Definition: Post Secondary - Student***

1. The Director of IRA presented the data definition document for the Committee's final review.
2. With no objections towards the document, the Director of IRA made a motion to approve the *Data Dictionary: Post Secondary - Student*. The Faculty Senate Representative seconded the motion, as the motion was successfully passed by the majority with no abstentions.

**DECISION**

Having no modifications, the *Data Dictionary: Post Secondary - Student* was approved as present.

**b. AUO Working Group**

- i. *Assessment Handbook* (Under Development)
  1. Outcomes and Assessment Definitions
- ii. **Process for Setting Up a New Service Area** (Under Development)

**5. FACETS Update - Director of IRA**

**a. Update from the PR Working Group**

- i. The Program Review Working Group for Group 3-6, met on December 10, 2021 and January 11, 2022, to finalize the results of the Program Reviews.
- ii. The working group reviewed 27 Program Reviews.
  1. There was 1 Program Review that was submitted, however, did not have the supervisor's approval.
    - a. The working group went forward in reviewing the Program Review, after receiving confirmation from the supervisor.
  2. After the initial evaluations, there were 12 Program Reviews that were accepted, and 15 Program Reviews that "needed improvement."
  3. Some of the Working Group's findings included:
    - a. Missing Elements
    - b. Some units did not do data disaggregation





1. 5 departments have completed their 4-Column Reports:
  - a. 4 Academic Departments
  - b. 1 Department from WAVES
2. **SLO Assessments**
  - a. 3 courses have been deferred, and are not offered during the Fall Semester 2021.
  - b. 14 courses are completed.
  - c. 3 courses have assessment results but do not have the department Chairperson's approval.
    - i. Math 121
    - ii. EDU 444
    - iii. IDS 428
  - d. 2 courses are still in the process and not finished.
    - i. ETH 300
    - ii. EDU 416
  - e. There are a total of 32 courses.
3. **SLO Assessment Group 2 (Completed)**
  - a. LA
  - b. Nursing
  - c. VCARP
    - i. The incomplete SLO Assessments from Group 2 are due for IEC's review on January 26, 2022.

#### **8. ISLO Assessment Update - VPASA**

- a. The VPASA shared with IEC members the document on the PLO Assessment: Assessment Unit Four Column Cycle 1 - ISLO 1.
- b. ISO 1 - "The CMI graduate will have life-goals and will know how to use available resources to achieve those goals." (Approved by IEC on July 28, 2021)
  - i. The Committee reviewed and discussed CMI and its graduates' status in regards to ISLO 1.
- c. The Chairperson suggested to the Committee members of linking the document with the CMI Alumni Survey.
- d. The Committee members shared that each department should have critical thinking embedded in its programs.
  - i. The Dean of Academic Affairs was tasked to work on this recommendation and will report back to the IEC.
- e. The ISLO Assessment Update will also be recommended for the Learning Support Committee in regards to a possible co-curricular approach.

#### **9. Accreditation Update**



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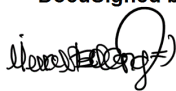
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- a. Standard IA4: The institution articulates its mission in a widely published statement approved by the governing board. The mission statement is periodically reviewed and updated as necessary.
  - i. Due to the interest of time, this was deferred.

**ADJOURNMENT**


The IEC’s *first* meeting for January 2022, was adjourned at 12:20 p.m.

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:

January 26, 2022