



Regular Executive Council Meeting
11:10 a.m. Wednesday June 5, 2019
Board Conference Room

APPROVED MINUTES

PRESENT:

Chairperson/President

Dr. Theresa Koroivulaono

Members

VPASA

Dr. Elizabeth Switaj

VPBAA

Stevenson Kotton

Student Representative

Thurston Loeak – **Absent**

President of Faculty Senate

Moareita Ientaake – **Excused**

President of Staff Senate representative

Jimmie Akeang

Management Group

Ruthy Maun – **Excused**

BOR Executive Assistant

Jellesen Rubon

Faculty Representative

Desmond Doultram

Recording Minutes – Mommity Subillie

CALL TO ORDER AND OPENING PRAYER

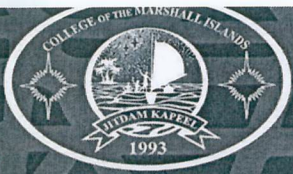
- President Dr. Theresa Koroivulaono called the meeting to order at 11:20 a.m.
- Vice President for Business Administration Affairs, Stevenson Kotton opened the meeting with a prayer.

REVIEW OF PREVIOUS MINUTES

- EC have to review the last 2 meetings' minutes May 15, 2019 and June 05, 2019.

FROM PRESIDENT – Dr. Theresa Koroivulaono

- First Education Sector Plan meeting: June 3. All Education entities in the RMI were represented at the PREL-led workshop with Minister Heine calling for the meeting. Aim: to develop the RMI Education Sector Strategic Plan.
- IQBE monthly update meeting: May 17. CMI has embedded the Quality Pedagogy Framework in all ASEE and BAEE courses; the Learning Designer is working with the Education department instructors to develop hybrid courses following instructional design principles.
- 3 graduation ceremonies completed for CMI: Uliga campus, Ebeye Center and the Jaluit Center.



ULIGA

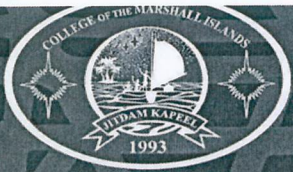
- There were 49 ABE graduates
 - There were 181 graduates, the highest number of graduates in CMI's history.
 - 81% of this graduating class completed and received 1 degree, 18% received 2 degrees and 1 received 3 degrees!
 - We had the first ever Bachelor's program graduates with 13 out of 16 of the first cohort completing the Bachelor of Arts in Elementary Education.
 - Altogether, a total of 217 awards were made to the class of 2019! 70% received associate's degrees, 24% received certificates in 6 different areas namely, accounting clerkship, carpentry, Marshallese Language Arts, Marine Science, Teaching and Public Health and 6% received the Bachelor of Arts in Elementary Education
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- For our male graduates there were a few more at 53% than our female graduates at 47%.
 - However, with the average cumulative GPA, our female graduates scored higher than their male colleagues; 3.0 for females and 2.7 for males.
1. In 3 Key Performance Indicator areas at CMI we have exceeded our expectations:
 - 1. We set the standard for our bachelor level degrees at 10 and in the class of 2019 we awarded 13 bachelors' degrees, achieving 30% more than we expected.
 - 2. At the associate degree level we set the standard at 102 and awarded 150 AS and AA degrees exceeding the standard by 47%.
 - Finally, at certificate level, we set the standard at 41 and the class of 2019 received 52 certificates, 27% more than the set standard.

EBEYE

- There were 29 ABE graduates.
 - There was 1 AS in Nursing.
 - There were 7 Certificate of Completion in Teaching certificates.
 - There were 3 Associate of Science in Elementary Education graduates.
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- All together there was a total of 40 awards.

JALUIT

- There were 15 ABE graduates.
- There was 1 ASEE graduate.



- First time ever graduation ceremony in Jaluit: attended by Minister Wilbur Heine (Education, Sport & Training), Minister Denis Momotaro (Natural Resources & Commerce), Senator Casten Nemra, Senator Daisy Momotaro, H. E. Karen Stewart (US Ambassador to the RMI), Leirooj Neimat Reimer's representative, Lanny Kabua and MISGLB Chairperson, Brenda Alik.
- The 2 VPS and I attended the Jaluit graduation to deliver the awards.

Both Distance Learning Center commencement exercises and graduation ceremonies were very well organized and run.

We also attended the Jaluit High School graduation after lunch and flew back after the ceremony.

ACCREDITATION NEWS/REPORTS (ALO)

- In order to comply with ACCJC standard I.B.3, IEC is currently reviewing the college KPIs and Institution Set Standards. In particular, we need to ensure that we have set stretch goals and that we establish a regular mechanism for assessment of KPIs and remedial action where necessary. We will share the document we are working on once it is completed, but please do send any general comments to the committee through your representative.
- ISER updates and reminders:
 - o An internal ISER working site has been launched at <https://sites.google.com/cmi.edu/2021-iser-working-site/>
Committees to gather evidence and draft parts of the plan will be formed this coming fall semester, so please inform me if you know of anyone who is interested. Benefits of participating in the accreditation process include being able to see the big picture of the college more clearly and adding valuable skills to your CV.
 - o Please be sure to review accreditation standards in your committee and departmental meetings using the following process:
 - Determine what the standard is asking.
 - Identify the evidence you would use for this standard.
 - Discuss ways to improve against the standard.
- For today's meeting, I would like us to consider standard IV.A.4: *Faculty and academic* administrators, through policy and procedures, and through well-defined



structures, have responsibility for recommendations about curriculum and student learning programs and services.

ISSUES

SBA

- No report

Vice President for Academic and Student Affairs

1. All three graduation ceremonies (Majuro, Ebeye, and the first o been completed. Please extend my gratitude to everyone who attended and especially to everyone who helped plan and make these events successful.
2. The library is currently working to raise awareness of Overdrive, which allows CMI students and employees to read e-books for free via <https://cmilibrary.overdrive.com/>
3. The Library Director will be presenting at The Southeast Asia-Pacific Audiovisual Archive Association Conference June 25-30.
4. Upward Bound's summer program begins next week at Arrak campus.
5. Summer instruction begins next week.
6. Registration is ongoing this week, with new student registration happening today. We are continuing to use a model in which each department sends faculty to the old library to meet new students so that no one gets lost going from building to building.
7. During registration, we have had issues with SIS allowing students to register inappropriately in CAP 066 and ICS 101. We have reported the issue to Pinnacle.
8. The Nuclear Institute is hosting a weekly radio program on V7AB.
9. Institutional Research and Assessment is working on digitization of student records which will help us maintain and find records in the future. This is also necessary for a review of our multiple measures placement approach that REL is helping us to conduct.
10. Interviews for the Career & Transfer Counselor were completed last week, so the position should be permanently filled soon.
11. During the spring 2019 semester, development of academic initiatives focused on shortening students' time to completion in order to improve the institution's 150% completion rate. As 85% of students entering during the past three fall semesters have placed into developmental-level English courses, the experience of students in these pre-credit courses has been identified as an essential place to start. Building on the success of accelerated initiatives in developmental English, which were initially piloted in the summer of 2017, the Developmental Education program developed redesigned curricular pathways for developmental English. Starting in fall 2019, the Developmental Education Department will no longer offer level one. Instead, students who place into level one will be placed into level two with additional class time and wraparound support. Students who place into level two with lower scores will take standard level two courses, while students who place into level two with higher scores



will take levels two and three during a single semester. In addition, there are plans to pilot, in spring 2020, a co-requisite model for students who place into level three, which will allow them to complete their developmental English and credit-level English courses at the same time.

12. At the same time that the Developmental Education Department was developing their plan for a redesigned curriculum, faculty from the STEM Department were collaborating with faculty from the RMI Public Schools System (PSS) to develop a math bridge course. This course for high school seniors, designed collaboratively by CMI and PSS faculty with the support of REL Pacific will allow students who pass the final assessment to enter CMI credit-level mathematics courses without having to take the CMI placement test. The course will be offered starting fall 2019, and the objective is for 25% of PSS graduates to be eligible to enroll in credit-level mathematics courses at CMI in 2020, 50% in 2021, and 75% in 2022.
13. In addition, the Curriculum Committee began a review of programs and requirements focused on removing curricular obstacles to completion. All programs developed prerequisite maps showing how existing course requirements and prerequisites affect time to completion. The most important result to come from these efforts is that the A.S. in Nursing program now only requires 77 credits instead of 86. Changes to general education requirements were also recommended, with the committee removing ENG 112: Composition II from these requirements and forming an additional working group to conduct a full review of general education.
14. Finally, in April, a team consisting of the Vice President for Academic and Student Affairs, the Dean of Academic Affairs, the Chair of Liberal Arts, and the Chair of STEM attended an American Association of Community Colleges workshop on implementing a Guided Pathways Model. The team identified key strengths and areas in need of improvement at this workshop and will use these areas to guide institutional discussions starting in fall 2019, with full implementation of the model expected to occur over the course of three years.

Vice President Business and Administration Affairs

- Audit almost completed
- Starting July 2019 all my direct reports will submit their monthly reports
- Refunds for students is in process

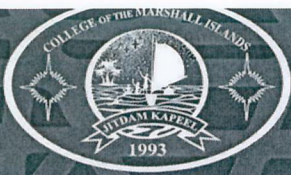
Faculty Senate

- No issues but following up on the sick leave policy also Faculty Representative mentioned that Faculty Senate thanked Dr. Theresa for their farewell lunch..

Staff Senate

- No report

Management Group



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- Management Group representative mentioned that there will be an upcoming retreat for the committee that week.

OLD BUSINESS

- Data Release Policy
 - VPASA Dr. Switaj presented the document for acceptance. Chairperson Dr. Koroivulaono asked the committee to move to accept the document. VPBAA Kotton moved to accept the policy and was seconded by Dr. Switaj. The policy was approved unanimously.
- Call to Action on Degree and Certificate Completion
 - Both policies were moved and seconded by VPBAA Kotton and VPASA Switaj (respectively) and accepted by the Council. The policies were approved unanimously.

New Business

ADJOURNMENT: 12:23pm.

X

Dr. Theresa Koroivulaono
Madam Chair / President