



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

Accredited by the Western Association of Schools and Colleges

Tel: (692) 625-3291/3843
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Website: iec@cmi.edu

Institutional Effectiveness Committee
11:10 a.m., February 8, 2023
BoR Conference Room

MINUTES

PRESENT:

Chairperson William Reiher (**On Leave**)

Executive Vice President

Co-Chairperson Dr. Elizabeth Switaj

Vice President for Academic and Student Affairs

Stevenson Kotton (**Not Present**)

Vice President of Business and Administrative Affairs

Stanley Lorennij (**Off-Island**)

Vice President of Land Grant

Vasemaca Savu (**Not Present**)

Dean of Academic Affairs

Dr. Angela Franklin (**Not Present**)

Dean of Student Services

Rigietta Lord (**On Leave**)

Dean of WAVES

Cheryl Vila

Director of Institutional Research and Assessment

Agnes Kotoisuva

Director of Human Resources

Rosina Korean

Faculty Senate Representative

Hatty Kabua

Grant Coordinator

Rosie Koro

Curriculum Committee Chairperson

Anaseini Talei (**Apologies**)

Staff Senate Representative I

Johnny John (**Not Present**)

Staff Senate Representative II

Logan Lelet (**Not Present**)

Student Government Association Representative

* Dustin Hiram Langidrik

for Dean of WAVES

* Jeremy Myazoe

for Staff Senate Representative

* Faith Lanwi

for Student Government Associate Representative

The Institutional Effectiveness Committee's **first** meeting for February 2023, was called to order by the Co -Chairperson at approximately 11:19 a.m.

Mission Statement

The meeting started off with the mission statement being recited by the IRA Director.

1. Approval of Previous Meeting MINUTES

a. The draft minutes from [January 25, 2023](#) , were reviewed by the Committee.

- i. After the committee reviewed the **MINUTES**, the HR Director made a motion to approve the minutes, seconded by the Faculty Senate Representative. The motion was carried successfully with no abstention.



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DECISION

With the corrections, the IEC meeting MINUTES for January 25, 2023, were approved, as read.

2. Action Items

a. Integrated Academic and Student Affairs Assessment Plan

- i. After the IEC members had their final review, the CC Chairperson moved to approve the Integrated Academic and Student Affairs Assessment Plan. The motion was seconded by the HR Director and passed successfully by the majority, with no abstention.

1. DECISION

- a. **Having no modifications, the Integrated Academic and Student Affairs Assessment Plan, was approved, as presented.**

3. Subcommittee and Working Group Updates

a. Data Governance

- i. **Update**
- ii. **AUO Working Group**

1. As per the IRA Director, there were no updates regarding the Data Governance and the AUO Working Group subcommittee.

4. FACETS Update

a. **PR Champion TOR**

- i. The IRA Director was to share the **PR Champion TOR** in the next IEC meeting, on February 22, 2023.

5. Participatory Governance

- a. In the absence of the Chairperson/EVP, the Participatory Governance agenda item was deferred.

6. Integrated Planning Cycle: Current Phase = Budget Allocation

a. Strategic Plan progress update:

- i. 57 activities achieved (+4 since Sept 14, 2022)
- ii. 210 activities on track (-3 since Sept 14, 2022)
- iii. 57 activities deferred (-1 since Sept 14, 2022)



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1. After the EVP shared the [Strategic Plan progress update](#) with the IEC members, it was recommended that the update be shared with the appropriate assignees.

b. Educational Master Plan Revision - Fall 2022

- i. Step 1: Establish a working group to develop the process for the revision.

7. MAPS Update

- a. According to the IRA Director, Dr. Rosalie Bojos was in the process of contacting the departments that still needed to submit their Assessment Plans.
 - i. The following departments have requested more assistance and more time with their Assessment Plans:
 1. Marshallese Department
 2. Business Department
 3. Nursing Department

8. Discussion on ISLOs Visibility

- a. [Draft slides for screens](#)
 - i. The Co-Chairperson/VPASA shared with the IEC that the slides have been shared and were currently on the CMI monitor screens.
 - ii. The IEC discussed other ways to inform the CMI community in regards to the ISLOs. The following suggestion was shared by the IRA Director:
 1. ISLO Day, where an ISLO would be discussed thoroughly in class.

9. Early Outcomes Indicators Power BI or [PDF](#)

- a. The [PDF](#) for the Early Outcomes Key Performance Indicators were shared by the Director of IRA.
 - i. The results were thoroughly discussed by the committee members.
 - ii. The IEC discussed ways to improve the results that were at risk.
 1. Some of the suggestions made by the committee were:
 - a. The importance of ensuring that the students receive and understand course syllabuses.
 - b. The instructors find ways to interact with the students during the first day/first week of instruction.
 - c. Development of a mentoring system program that should be led by the Dean of Student Success.
 - d. Hosting orientations for Jaluit and Wotje students before students attend CMI.

10. Accreditation Update



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- a. ***Standard 1.1: The institution has established a clearly defined mission that appropriately reflects its character, values, structure, and unique student demographics. The institution's mission articulates its commitment to assuring equitable educational opportunities and outcomes for all students***

i. ***Review Criterion:***

1. ***The institution's mission appropriately reflects the nature and structure of the institution (public, private, non-profit, corporate, etc.).***

- a. The IEC members thoroughly reviewed how the standard and the review criterion were currently practiced at CMI.

- i. As per the IEC members, "CMI was heading in the right direction."

11. New Plan of Work for the Committee this Year

ADJOURNMENT

The IEC's ***first*** meeting for February 2023, was adjourned at 11:34 a.m.

Submitted By:

DocuSigned by:

Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

William Reiher, EVP
Chairperson, IEC

Approval Date:

February 22, 2023