



CMI

Institutional Effectiveness Committee

College of the Marshall Islands

Accredited by the Accrediting Commission for Community and Junior Colleges (ACCJC)

P.O. Box 1258
Uluga Campus

Tel: (692) 625-3394/3291/4931
Fax: (692) 625-7203
Email: iec@cmi.edu

Institutional Effectiveness Committee

January 22, 2025

11:10 am

Board of Regents Conference Room

Members

Dr. Elizabeth Switaj

Stevenson Kotton*

Dr. Adedayo Ogunmokun

Edward Alfonso

Rigieta Lord

Meyar Laukon

Kayo Yamaguchi-Kotton

Dr. Rosalie Bojos

Anaseini Talei

Atina De Guzman

Gade Maitokana

Vacant

Daniel Hitchfield

Tembo Langbata

Chairperson/Vice President of Academic & Student

Affairs (VPASA)/Accreditation Liaison Officer

Vice President of Business and Administrative Affairs

Vice President for Land Grant

Dean of Academic Affairs

Dean of WAVES

Dean of Student Success

Director of Human Resources

Director of Institutional Research and Assessment

for Grant Coordinator

Student Government Association Representative

Faculty Senate Senate Representative

Faculty Senate/Chairperson, Curriculum Committee

Staff Senate Representative I

Staff Senate Representative II

Members Present via ZOOM

On Leave

Chairperson William Reiher

Executive Vice President

-
- I. College Mission: The College of the Marshall Islands will provide our community with access to quality, higher and further educational services, prioritize student success through engagement in relevant Academic, Career and Technical Education, and be a center for the study of Marshallese Culture. It will also provide intellectual resources and facilitate research specific to the needs of the nation.
 - II. **Review of the Previous Meeting Minutes**
 - A. January 8, 2025
 1. *No meeting minutes mentioned*
 - III. **Matters Arising from the Minutes and Old Business**
 - A. [Revised Integrated Planning Manual](#)
 1. *No unresolved comments only few comments from Translator*
 2. *Shared to Faculty and Staff Senate but no responses*
 3. *Haven't been shared to SGA*
 4. *Kayo moved, Gade seconded*



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5. *Planning Manual has been approved to EC*

B. Mentoring Program (for KPI #1)

1. *Creating a Budget Proposal*
2. *Not wanting to overburden students (under Responsibilities)*
3. *What is the duration of the position? 3 Quarters Point*
4. *Discuss Federal Work Study Possibilities*
5. *How many would we need for each study?*
6. *Finer details need to be relooked*
7. *Training Plans*

IV. Participatory Governance Updates

A. Report from IEC Chair

1. *EC approved RSA and Report from Last Year*
2. *BOR approved reaffirmation ISLO*

B. Secretariat Officer Report

1. *Not Available*

C. Faculty Senate

1. *Met with the Deans - Issues with Registrations*
 - a) *Session 2 was opened*

D. SGA

1. *New officers: Residence Life, Diversity, Secretary, Nursing*

E. Staff Senate

1. *No reports*

V. Updates from Subcommittees, Working Groups, and Regular Functions

A. Data Governance (IEC Role 7)

B. Administrative Handbook Working Group (IEC Role 7)

1. *Process for setting up a new service area (to be in Administrative Handbook under development) - VPBAA, EVP, HR, IR.*
2. [Administrative Handbook under development](#)
3. *Not a priority at the moment, will be removed from agenda*

C. MAPS

1. *Faculty amass data: maps will be shared Feb 1, 2025*
2. *Don't have the completion rates for SLO*
 - a) *ABE 100% rates*
 - b) *Agroforestry 83%*
 - c) *Business 93% - 21%*
 - d) *LA - 91% - 95%*



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e) *Nursing -*

3. *Can the MAPS be shared to the chairs*

D. FACETS

1. [Cycle 2, Group 2 Results](#)

a) *Kayo moved, Edward seconded the motion*

b) *Approved unanimously*

E. Social Justice Working Group (Reinstitution)

1. *Lexi heading the group*

VI. Accreditation

A. **Accreditation Standard 1.3.** The institution holds itself accountable for achieving its mission and goals and regularly reviews relevant, meaningfully disaggregated data to evaluate its progress and inform plans for continued improvement and innovation.

a) *Reports and meetings*

b) *SGA does institutional surveys for specific groups*

c) *Creating surveys for CCSSE is: Community College Survey of Student Engagement*

d) *Need for committee to assign departments to hold student focus groups to dig into data reports such as CCSSE*

2. **Review Criterion:** The institution regularly reviews and discusses qualitative and quantitative data to evaluate its progress toward achieving the mission, enhancing understanding of students' experience, informing short and long-term planning, and implementing improvements as needed.

B. Follow-Up: reviving the Hall of Fame

1. **Nominating Committee**

a) *Met and set up a criteria will be shared*

VII. Adjournment

A. The Institutional Effectiveness Committee's **second** meeting for January 2025, was adjourned at 12:07 PM.

Submitted By:

DocuSigned by:

Meyar Laukon

DB23F2F5611443D

Meyar Mamis-Laukon

Dean of Student Success



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Received By:

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D04F36FDE82B468...
Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

89BEB3BDDC23455...
Dr. Elizabeth Switaj, VPASA
Chairperson, IEC

Approval Date:

February 26, 2025

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Dean of Student Success

College of the Marshall Islands

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Dr. Elizabeth Switaj

eswitaj@cmi.edu

Vice President for Academic and Student Affairs

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Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

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	2/2/2026 12:12:35 PM
Certified Delivered	Security Checked	2/2/2026 2:09:56 PM
Signing Complete	Security Checked	2/2/2026 2:10:03 PM
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