



CMI

Institutional Effectiveness Committee

College of the Marshall Islands

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

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

Fax: (692) 625-7203

Email: iec@cmi.edu

Institutional Effectiveness Committee

11:10 a.m., December 10, 2025

BoR Conference Room

MINUTES

Members:

Dr. Elizabeth Switaj

Chairperson/Vice President of Academic & Student
Affairs (VPASA)/Accreditation Liaison Officer

Dr. Rosalie Bojos

Director of Institutional Research and Assessment (IRA)

Dr. Adedayo Ogunmokun

Vice President for Land Grant

Edward Alfonso

Dean of Academic Affairs

Dr. Tiffany Viggiano

Dean of WAVES

Desmond Doulatram

Faculty Senate/Chairperson, Curriculum Committee

Attendees via ZOOM

Meyar M. Laukon

Dean of Student Success

Gade Maitokana

Faculty Senate Representative

Not Present

Stevenson Kotton

Vice President of Business and Administrative Affairs

Nering R. Henos

Acting Director of Human Resources

Anaseini Talei

for Grant Coordinator

Leston Katjang

Student Government Association Representative

Tembo Langbata

Staff Senate Representative II

The Institutional Effectiveness Committee's *second* meeting for November 2025, was called to order by the Chairperson at approximately 11:15 a.m.

Before convening with the meeting, the Director of Institutional Research and Assessment recited the mission statement for the members of the committee.

I. Review of the Previous Meeting Minutes

A. November 26, 2025 (Draft)

1. After being carefully reviewed, the Director for the Institutional Research and Assessment department made a motion to approve the meeting minutes of [November 26, 2025 \(Draft\)](#). The motion was seconded by the Curriculum Committee Chairperson and carried unanimously, by the majority, with one abstention.



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a) DECISION

(1) With no modifications, the minutes for the meeting held on [November 26, 2025 \(Draft\)](#), were approved, as presented.

II. Matters Arising from the Minutes and Previous Meetings

A. [METO Strategic Imperatives](#)

1. Retreat Feedback: [Summary](#) and [Raw Results](#)

- a) The IEC members were to review the remaining Themes, Goal, Target, and Stretch Goals and provide their feedback to be discussed in the next meeting.

III. Participatory Governance Updates

A. Report from IEC Chair

- 1. The Vice President for Academic and Student Affairs/IEC Chairperson shared the following with the committee:

B. Secretariat Officer Report

- 1. As per the Secretariat Officer, the following were in the the process of being reviewed by the Executive Council:

- a) [IEC 2025-2026 RSA](#)
- b) [IEC 2024-2025 Assessment Report](#)

C. Faculty Senate

- 1. According to the Faculty Senate Representative, there was no report from the Faculty Senate

D. SGA

- 1. There was no report from the Student Government Association.

E. Staff Senate

- 1. As per the Staff Senate Representative, there was no report from the Staff Senate.

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

A. Data Governance (IEC Role 7)

- 1. As per the Director of Institutional Research and Assessment, the Data Governance had met on December 9, 2025, and had discussed the following:



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a) Policy No. 604.9

(1) The need for an MOU to be established regarding the shared data with the vendors CMI was affiliated with.

(a) According to the Institutional Research and Assessment Director, the matter was to be further discussed by the subcommittee in their next meeting that had been scheduled for January 2026.

B. MAPS

1. The following were shared by Faculty Senate Representative:

a) 55% of the SLO reports had already been submitted as of December 9, 2025.

(1) 90% of the SLO reports were anticipated to be submitted by the following week.

(a) The IEC discussed ways to address the possible reasonings for the submission delays.

(i) The Institutional Research and Assessment Director shared the upcoming department visits by the Institutional Research and Assessment department in terms of ensuring that the Program Reviews were completed accordingly and in a timely manner.

(ii) The IEC discussed and reiterated the importance for everyone to be involved with their department's Program Reviews.

C. Program Review

1. Closing the PR Cycle

a) [Incomplete PRs](#)

(1) [Program Review Champion's Update Report](#)

(a) The IEC discussed the following:

(i) All units needed to start with the new cycle.

(ii) Importance of program review for accreditation purposes.

(iii) The IRA Director was to communicate with the PR Champion regarding the incompleting program reviews.

b) [Summary of degree program PLO assessments from cycle 2](#)

2. [ADAPTS](#)



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- a) Departments needing AUOs/SDOs/PLOs
 - (1) CLPLO, Communication, and Translation
- b) Current phase: ADministrators set assessment requirements
 - (1) [Requirements for VPASA Areas](#)
 - (a) The Vice President for Academic and Student Affairs shared and explained the document to the members of the committee.
 - (b) IEC discussed being currently in Phase One: Administrators set assessment requirements.
 - (c) The [Requirements for VPASA Areas](#) was to be discussed further in the next meeting on January 14, 2026.

V. Accreditation

A. Accreditation Standard 1.5: The institution regularly communicates progress toward achieving its mission and goals with internal and external stakeholders in order to promote understanding of institutional strengths, priorities, and areas for continued improvement.

- 1. **Review Criterion:** Data and evidence related to institutional strengths and areas for development are used to inform and document discussions of institutional priorities.
 - a) What has the college done to meet the standard?
 - b) What was learned?
 - c) What was the outcome?
 - d) What's next?
 - (1) In the interest of time, the standard and the criterion were deferred.

B. Follow-Up: reviving the Hall of Fame

- 1. Nominating committee
- 2. Logistics

C. The IEC recommended that posters be put up and visible regarding the students' success, their eligibility for financial aid, and the programs offered at the College.

- 1. The Dean of Academic Affairs and the Institutional Assessment and Research Director were tasked to carry out the following recommendation and were in coordination with the Auxiliary and Commercial Services.



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VI. New Matters Arising

A. There were no new matters discussed in the meeting.

VII. Follow Up Items

A. There were no follow up items brought up for discussion by the committee members.

VIII. Adjournment

A. The Institutional Effectiveness Committee's *first* meeting for December 2025, was adjourned at 11:57 a.m.

Submitted By:

DocuSigned by:

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Meria N. Bollong
Secretariat Officer
Executive Council

Concurred By:

DocuSigned by:

89BEB3BD0C23455...

Dr. Elizabeth Switaj
Vice President of Student and Academic Affairs
Chairperson, Institutional Effectiveness Committee

Approval Date:

January 28, 2026