



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., August 27, 2025

BoR Conference Room

MINUTES

Members:

Dr. Elizabeth Switaj

Dr. Adedayo Ogunmokun

Edward Alfonso

Oyinade Ogunmokun

John Zedkaia

Dr. Rosalie Bojos

Kayo Y. Kotton

Leston Katjang

Dr. Viviana Uriona

Chairperson/Vice President of Academic & Student

Affairs (VPASA)/Accreditation Liaison Officer

Vice President for Land Grant

Dean of Academic Affairs

for Dean of Student Success

Acting Dean of WAVES

Director of Institutional Research and Assessment (IRA)

Director of Human Resources

Student Government Association Representative

Faculty Senate Representative

Attendees via ZOOM

Desmond Doulatram

Tembo Langbata

Faculty Senate/Chairperson, Curriculum Committee

Staff Senate Representative II

Not Present

Stevenson Kotton

Vice President of Business and Administrative Affairs

On Leave

Anaseini Talei

Daniel Hitchfield

for Grant Coordinator

Staff Senate Representative I

The Institutional Effectiveness Committee's *second* meeting for August 2025, was called to order by the Chairperson at approximately 11:10 a.m.

Before convening with the meeting, the Vice President for Land Grant recited the mission statement for the members of the committee. The members introduced themselves and welcomed the new Student Government Association's Representative to the committee.

I. Review of the Previous Meeting Minutes

A. July 25, 2025 (Draft)

1. After being carefully reviewed, the Human Resources Director made a motion to approve the meeting minutes of [July 25, 2025 \(Draft\)](#). The motion was seconded by the Dean of Academic Affairs and successfully passed, by the majority, with one abstention.



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a) DECISION

(1) Having no corrections, the minutes for the meeting held on [July 25, 2025 \(Draft\)](#), were approved, as presented.

B. Matters Arising from the Meeting Minutes

1. There were no matters arising from the approved meeting minutes of [July 25, 2025 \(Draft\)](#)

II. Participatory Governance Updates

A. Report from IEC Chair

1. The following, forwarded by the committee, were still in the process of being reviewed by the Executive Council and the Board of Regents:

a) Executive Council

- (1) [IEC Mission Review Recommendation July 2025](#).....(2nd Reading)

b) Board of Regents

- (1) [Revision of Integrated Planning Manual](#).....(1st Reading)

B. Secretariat Officer Report

1. The Secretariat Officer reminded the members regarding the committee's Role, Scope, and Authority (RSA), and its Annual Assessment Report for the academic year 2024-2025.

C. Faculty Senate

1. There was no report from the Faculty Senate.

D. SGA

1. There was no report from the Student Government Association (SGA).

E. Staff Senate

1. There was no Staff Senate present at the meeting.

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

A. Data Governance (IEC Role 7)

1. The Institutional Research and Assessment Director shared and explained the following to the committee members:

a) [Data Request Form](#)

(1) Recommendation:

- (a) After careful consideration, a need to develop guidelines when conducting research was discussed by the committee.



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- (i) In addressing the committee's recommendation, a working group consisting of the following members were to develop the guidelines:
 - (a) Vice President of Academic and Student Affairs
 - (b) Vice President of the Land Grant
 - (c) Dean of Academic Affairs
 - (d) Human Resources Director
 - (e) Institutional Research and Assessment Director
 - (f) Two (2) Faculty Members
 - (g) Grant Coordinator
- (2) The [Data Request Form](#) was to be shared with the Faculty Senate to provide their feedback.

B. MAPS

1. [Updated Cycle Deadlines](#)
 - a) The Institutional Research and Assessment Director shared and explained the MAPS cycle to committee members.
 - (1) The following document was to be shared with the Faculty Senate and any feedback received was to be discussed in the next meeting on September 10, 2025.

C. Program Review

1. Closing the PR Cycle
 - a) Incomplete PRs
 - (1) [Program Review Champion's Update Report](#)
 - b) [Summary of degree program PLO assessments from cycle 2](#)
2. [ADAPTS](#)
 - a) Departments needing AUOs/SDOs/PLOs
 - (1) CLPLO, Communication, and Translation
 - (2) NCORE: Navigator Center for Outreach, Registration, and Enrollment
 - (3) [Workforce Development](#)
 - b) Current phase: ADministrators set assessment requirements

D. [KPIs](#)



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IV. 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.

B. Follow-Up: reviving the Hall of Fame

1. Nominating committee
2. Logistics

V. New Business

- A. [IEC 2024-2025 Assessment Report](#)
- B. [IEC 2025-2026 RSA](#)
- C. [METO Strategic Imperatives](#)

VI. Follow Up Items

- A. There were no follow up items discussed in the meeting.

*****In the interest of time, the agenda items from III.C. to V.C., were deferred*****

VII. Adjournment

- A. The Institutional Effectiveness Committee's **second** meeting for August 2025, was adjourned at 12:02 p.m.

Submitted By:

DocuSigned by:

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Meria N. Bollong
Secretariat Officer
Executive Council

Concurred By:

DocuSigned by:

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

Approval Date:

September 10, 2025