



# CMI

**College of the Marshall Islands**

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258  
Uliga Campus  
Majuro, Marshall Islands, MH 96960

Tel: (692) 625-3394/3291/4931  
Fax: (692) 625-7203

## Minutes

### Data Governance Committee

March 05, 2021

11:00am, BOR Mini Conference

#### Members Present:

Cheryl Vila

John Villafania

Angelina Laaw

Hatty Kabua

#### Agenda:

- Review and Approval of February 5, 2021 Minutes
- Approval of Post-Secondary Staff
- Feedback from IEC
- TOR Revision
- Post-Secondary Course Section
- Post-Secondary Institution
- Assessment

#### Minutes:

1. Meeting called to order at 11:15am
2. Review and Approval of February 5, 2021 Minutes
  - PS Staff approval was missed
  - Motion to approve by Angelina Laaw, second by Cheryl Vila. Motion passed.
  - Abstention by John Villafania
3. Post-Secondary Staff Approval
  - Motion to approve by Cheryl Vila, second by John Villafania. Motion passed.
4. Feedback from IEC
  - IEC approved the Committee's motion to only meet once a month but they were concerned that the Committee will not be able to do all the things that they asked the Committee to do but Chairman assured them that Committee members will do their best and still proceed with the planned activities.
  - PS Staff Definitions was accepted by IEC
5. TOR Revision
  - Meeting time will be every 1<sup>st</sup> Friday of every month.
  - Have to change the headers to show that distinction that this is the updated version.
  - This will go to IEC.
  - Motion to approve the TOR change by Hatty Kabua, second by John Villafania. Motion passed.

6. Post-Secondary Course Section

- This is not yet done, Jomi and John will work on the changes needed.

7. Post-Secondary Institution

- Address information has been updated
- Keep latitude and longitude for CMI as Institution
- Website address option set was kept the same because in the future it might be changed
- Control of Institution – option set is Public only
- Removed the following:
  - a. Session designator
  - b. Tenure system
  - c. FASB
- To add the following:
  - Grants related definitions (c/o Hatty):
    - b. DUNS number/code
    - c. Employer ID number
    - d. Marketing partner ID number
    - e. ASAP recipient number
    - f. Primary contact name
    - g. Primary contact address
    - h. Primary contact email
    - i. Primary contact phone
    - j. Primary contact address type
  - social media platform such as:
    - a. Facebook
    - b. Youtube
    - c. Twitter
    - d. Instagram
    - e. Tiktok
  - social media address
  - logo
  - address type
- IPEDS definitions was kept
- Cheryl will do the edits and forward the PS Institution to IEC for approval
- Motion to approve by Angelina Laaw, second by Hatty Kabua. Motion passed.

8. Assessment

- To identify what we are doing in the college
- Placement tests would let us record what are the assessment tests that we are implementing.
- The college doesn't have any information on the test itself
- Remove the following:
  - a. Assessment sub tests
  - b. Assessment personal needs profile
  - c. Goal
  - d. Learner action
  - e. Learner activity
  - f. ISO 639
- We will table this and let Jomi review

9. Next meeting agenda on April 9, 2021

- PS Course Section
- ABE
- Applicant
- Others

10. Meeting is adjourned at 12pm.