

Regular Executive Council Meeting
11:00 a.m. Wednesday, March 29, 2017
Board Conference Room

MINUTES

PRESENT:

President
VP, Administration
Executive Advisor to the President/VP, A&SA

Chief Finance Officer
Executive Director, Institutional Integrity and Effectiveness
Dean of Land Grant
Dean of Academic Affairs
Dean of Student Services
Director of Human Resources
Director of Institutional Research
Director of Physical Plant
Director of Safety & Security
Director of Information & Technology
Director of Arrak Campus
Director of Customary Law & Language Commission
Student Representative
President of Faculty Senate
Faculty Senate Representative
President of Staff Senate
Staff Senate Representative

Dr. Theresa Koroivulaono- **Excused**
Vacant
Dr. Melinda A. Nish
(Acting President)
Stevenson Kotton (Co-Acting VPA)
Vacant
Biuma Samson
Vasemaca Savu
Rachel Salomon
Agnes Kotoisuva
Cheryl Vila
Emil deBrum
David deBrum
Boni Sanchez
Stanley Lorennij (Co-Acting VPA)
Brenda Mellan
Luston Binejal - **Absent**
Nik Willson
Amanda Williams
Ruthy Maun
Sali Andrike - **Absent**

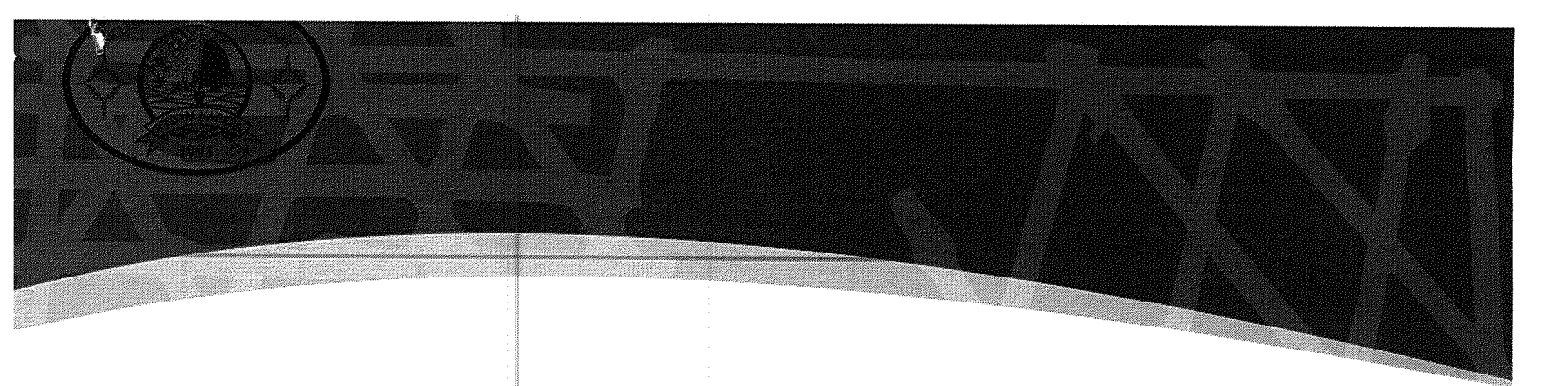
Recording Minutes – Mary A. Lanwi

CALL TO ORDER AND OPENING PRAYER

- Vice President Melinda Nish called the meeting to order at 11:03 a.m.
- Physical Plant Director Emil deBrum opened the meeting with a prayer.

REVIEW OF PREVIOUS MINUTES

1. Page 2, 2. Curriculum Committee: Strike out first bullet.
2. Page 2, 2. According to the Faculty Senate By-Laws, Curriculum Committee recommends actions to Faculty Senate, and the Faculty Senate President represents Curriculum Committee to the Executive Council.

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3. Page 2, 1. Budget Committee: Replace “meeting” with “workshop”. Replace “EC” with “BC”. Replace “inform” with “train”
 4. Page 4, 2. New Business: Add a bullet point “EC agreed that the HRC will work on the resolutions”.

FS President moved to approve the March 15th minutes as amended; Dean Savu seconded the motion. The motion was unanimously approved.

UPDATE FROM PRESIDENT – Dr. Melinda Nish (Acting President)

1. President Theresa is attending the PPEC meeting in Hawaii, along with other college presidents. President Theresa will be back next Tuesday, 3 April 2017.
2. CMI will be participating at the Kwajalein Atoll Education Summit at the end of April. Presentations will be conducted to present opportunities to both public and private school teachers.
3. The President is meeting with Bernadette Howard, in Hawaii, to discuss her assistance in putting together the Educational Master Plan.

ACCREDITATION NEWS/REPORTS (ALO Vasemaca Savu)

1. The Accreditation Steering Committee met on Monday, 27 March 2017, to discuss the following:
 - The BAEE supplemental report is expected to be submitted by Thursday, 28 March 2017.
 - The timeline of the midterm report which is due March 2018.

ASSESSMENT & COMMITTEE REPORTS

1. **SBA – (Rachel Salomon)**
 - No Issues. Updates will be posted onto the EC Bulletin.
2. **Staff Senate – (Ruthy Maun)**
 - Translation of the policy. Not all staff understand English language.
3. **Faculty Senate – (Nik Willson)**
 - The Faculty Senate would like to pass on a recommendation from the AD HOC Committee, to EC about a new procedure. The recommendation is to have a plumber on call over the weekends.

Note: Dr. Melinda passed this concern to Emil and Stanley. Emil promptly responded that all Physical Plants staff are on call.

4. **CRE Land Grant Program – (Biuma Samson)**
 - Regarding space for activities, Director Biuma met with PSS to discuss if Marshall Islands High School is available for the Land Grant Program to use their kitchen space.
5. **Arrak Campus – (Stanley Lorennij)**
 - No Issues.
6. **CLLC – (Brenda Mellan)**
 - No Issues
7. **Safety and Security – (David deBrum)**

- There have been frequent reports on the use and selling of drugs on the CMI Uliga Campus. Safety and Security requests that if an incident similar to this occurs, to please inform the securities and not to approach the dealers or users.
- Safety and Security recommends that staff should wear their CMI IDs to encourage students to wear their IDs. This is part of the clearance process.

8. DIIE

- Reminder to Business Office, Library and Human Resources, that the IPEDs reports are due on Friday, 7 April 2017.

OLD BUSINESS

1. N/A

NEW BUSINESS

- 1. Recommendation regarding Dormitories' and deBrum Hall's water supply – (Nik Willson)**
 - This was discussed in the reports
- 2. Resolution on Policy Creation and Distribution – (Nik Willson)**
 - Keep this item for next meeting when President Theresa returns.

For Action

- 1. EMC: "All required tests for CMI are not required for admissions, but are required for placement."**

Dean Rachel moved to have EC approve the recommendation for EMC. Director Ages Kotoisuva seconded. The vote was unanimous.

CFO Stevenson Kotton informed everyone that the MISSA changes will effective regarding checks for this pay period.

ADJOURNMENT:

Meeting adjourned at 11:55 pm

Signed

President & Chairperson

Date:

04/19/17