



College of the Marshall Islands
Accredited by the Western Association of Schools and Colleges

P.O. box 1258
Majuro
Marshall Islands, MH 96960

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
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Regular Executive Council Meeting
11:00 a.m. August 1, 2018
Board Conference Room

APPROVED MINUTES

PRESENT:

Chairperson/President

Dr. Theresa Koroivulaono

Members

VPASA

Dr. Elizabeth Switaj

VPBAA

Stevenson Kotton- Excused

Student Representative

To be appointed in the fall semester

President of Faculty Senate

Nik Willson

President of Staff Senate representative

Vacant

Management Group

Ruthy Maun

Non-voting members

Staff Senate Representative

Sali Andrike

Recording Minutes – Mommity Subillie

CALL TO ORDER AND OPENING PRAYER

- President Dr. Theresa Koroivulaono called the meeting to order at 11:15 a.m.
- Management Group President, Ruthy Maun opened the meeting with a prayer.

REVIEW OF PREVIOUS MINUTES

- On page 2. President made an amendment for EMW to write in full as Enrollment Management Wapepe. FSP Nik also made an amendment under VPASA issues. Nik recommended to strike 2nd and 3rd bullet point and say on 1st bullet point VPASA made a motion to approve Library RSA amendment and seconded by FSP Nik Willson. Under Management Group Issues, Ruthy reported that Midterm review for PMS was not conducted for some members of Management Group for this cycle 2018. Staff Development the following: Retreat, Certificate Program and Cohort for higher degrees. Nik Willson moved to accept the minutes with changes and was seconded by Ruthy Maun. The minutes approved with 1 abstention.

FROM PRESIDENT – Dr. Theresa Koroivulaono

- The UB summer program ended with a Banquet at the USP functions hall last Saturday.
- The Summer semester has now ended and preparations for the Fall semester are well underway.



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- **REQUEST FROM THE PRESIDENT'S OFFICE:** If there are any classroom or learning and teaching equipment repairs, please send them to the VPBAA copied to the President.
- The Bilingual Education Unit proposal and budget were presented to Honorable Minister Wilbur Heine last week with a request for funding. The Minister is going to identify potential funding sources.
- The Arrak campus library was officially opened last Thursday, July 26. Guest of Honor: HE US Ambassador Karen Stewart.

ACCREDITATION NEWS/REPORTS (ALO) ISSUES

- No report because the President gave the accreditation update.

Vice President for Academic and Student Affairs

- Will make sure everything under VPASA well prepared for the Accreditation visit.
- UB now prepared for the Fall semester 2018.

Vice President Business and Administration Affairs

- Gone to a meeting in Palau

SBA

- No report

Faculty Senate

- No report

Staff Senate

- No report

Management Group

- Follow up on the Midterm Evaluation for non-faculty
- Working with HR to plan a retreat or training for the Management Group

OLD BUSINESS

NEW BUSINESS

Developing the new Strategic Plan: how does this plan bring all of our other plans- METO and WAPPEPE - together? (President Koroivulaono).

- *That one of the approaches for developing the next CMI Strategic Plan 2019-2023 is as follows:*
 - *that it should integrate the METO and Wappepe through setting Key Performance Indicators as the activities in the Strategic Plan through which institutional outcomes are measured in alignment with the METO and Wappepe goals.*

Modified and most recent draft Organizational Chart (President Koroivulaono).

- EC discussed Organization Chart and the President asked the committee to share with their constituents as a first read and bring it to EC next meeting.



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Circulation of information at CMI: no more Jilel editions, no Communications/Marketing Officer. What are our options? (President Koroivulaono).

- *There is a long standing challenge at CMI in relation to sharing information. The CMI JILEL newsletter which was being published bi-weekly through the Media Center and the President's Office in 2016 and part of 2017 was discontinued. The production could not be sustained because the President and the Media Center Director were responsible for publishing the JILEL amidst their busy schedules. After some discussion in which the EC generally agreed that there needed to be a regularly produced CMI newsletter, the President asked the following question. "Was it possible for English students and their instructors to take on the responsibility as part of the students' coursework requirements?" This would give the students actual workplace experience AND most importantly contribute to improving their reading and writing skills in a hands-on experience in real time. This arrangement may use the work study program, where again, real-life, job placement and experience would be invaluable ways to improve and enhance student learning.*

Other Business

ADJOURNMENT

Meeting adjourned at 12:15

X


Dr. Theresa Koroivulaono
EC Madam Chair / President