



Executive Council
March 3, 2021
Board Conference Room

MINUTES

Present:

Dr. Irene J. Taafaki

Chairperson/President

William Reiher

Executive Vice President

Dr. Elizabeth Switaj

Vice President for Academic and Student Affairs

Stevenson Kotton

Vice President for Business and Administration Affairs

Stanley Lorennij

Vice President of the Land Grant

Adedayo Ogunmokun

Faculty Senate President

Desmond Doulatram

Faculty Representative

Ruthy Maun

Management Group President

Balos Balos

Staff Senate President

The Executive Council's *first* meeting for the month of March 2021, was called to order by the Chairperson/President Dr. Taafaki at approximately 11:20 a.m., followed by an opening prayer from the Faculty Senate President.

After the minutes from the previous meeting on February 17, 2021, were reviewed and revised, a motion was made by the VPASA to approve, seconded by the VPLG. The motion was carried by all with no abstentions.

Update from the President

1. REGIONAL

a. PPEC

- i. The President will raise the fact that the Land Grant Board hasn't met for 2 quarters during PPEC's meeting today, March 3, 2021.

b. Pacific Islands Forum

- i. The President mentioned that the RMI has formally withdrawn from the PIF as of February 25, 2021, and also mentioned President Kabua's statements on the intentions in Nitijela passing Resolution No. 35.

c. USP



- i. The President and VPBAA also met with the USP CD, Dr. Brad Carte, on February 25, 2021 to discuss the possibility of CMI assisting as a Third Party Service Provider to administer PELL grants to eligible USP students. A consultant will also be subcontracted by CMI (at USP cost) in ensuring that the process goes accordingly.
- d. NASA Project final with Project Manager at UH
 - i. Our part of the Planning Grant is being worked on by the VPASA and Director of WAVES.
- e. APIA (Asian and Pacific Islander American) Scholars
 - i. Information of a virtual institute at the Teachers College, Columbia University, was shared with CMI.
 - 1. As a result, the VPASA will assemble a team to attend the two-week summer session.
 - 2. The application deadline is March 15, 2021, however more information can be found at: [Guided Pathways at Rural Colleges: Using Data to Launch Large-Scale Reform](#)
- f. REL
 - i. The President informed the Council of REL's upcoming meeting dates:
 - 1. March 4, 2021
 - a. During this meeting, future engagement in REL's research activities will be discussed.
 - 2. Wednesday, April 28, 2021
 - a. REL's Governing Board Meeting

2. NATIONAL

- a. CMI Ilomej
 - i. The CMI Community's ilomej with the late Mrs. Seiko Shoniber is on Friday, March 5, 2021, at 3:00 p.m.
- b. Nuclear Victim's Remembrance Day
 - i. The President shared her attendance at the observance ceremony that was held at the ICC on the evening of March 1, 2021.
 - ii. The President also commended the CMI Nuclear Club for their participation during the evening program.
 - iii. As per the President, Mrs. Mary Silk was also recognized and appreciated for her guidance and leadership of the CMI students.
- c. WB RMI Education and Skills Strengthening Project
 - i. CMI is still waiting on DIDA and NTC's decision on the selection of the Maritime Needs Assessment Consultant.
- d. Career Fair on Campus
 - i. A successful career fair was held on campus on Monday February 22, 2021, as part of the Education Week.



- ii. The President commended all who took part in the Career Fair.
- e. Improving the Quality of Basic Education (IQBE)
 - i. The monthly Technical Committee meeting was held on Wednesday, February 24, 2021.
 - 1. During this meeting, the most concerned issue discussed was in regards to making sure IQBE is in compliance with ADB's procurement process.
- f. Arrak
 - i. CMI was called to a meeting at the OCS on February 22, 2021. However, there remains no change from the plan by CMI for a progressive return to the Arrak campus.

3. INTERNAL

- a. Accreditation's Pre-Visit Meeting with the Peer Review Team Leader, Dr. Rachel Solemsaas, took place on February 24, 2021.
- b. A special Board of Regents meeting is scheduled for Friday, March 5, 2021, to discuss the upcoming Accreditation's Visit.
 - i. The 1st Quarter Meeting is scheduled for Tuesday, March 30, 2021.
- c. Annual Report
 - i. The Annual Report is finished and should be on the website by the end of today, March 3, 2021.
- d. Kwajalein Campus Development
 - i. CMI met with US Ambassador Cabral and her staff on Monday, February 22, 2021.
 - 1. The progress of the work was shared in the meeting as well as further actions forward.
 - 2. Discussion on funding possibilities also occurred during this meeting.
- e. Education Alliance Partnership Agreement with Grand Canyon University
 - i. This was completed by CMI on February 18, 2021.
- f. COVID Vaccinations on Campus
 - i. The results were shared that 1/3 of CMI has been vaccinated.
 - 1. The MOHHS is in the process of making arrangements with CMI for a presentation to help increase awareness and vaccination outcomes.
- g. There will be a meeting this afternoon, March 3, 2021, with the LNO for the US Embassy and the Corps of Engineers.

Accreditation Update from ALO/VPASA

- 1. The Team Chair, Dr. Rachel Solemsaas, CMI's ACCJC's staff liaison, Kevin Botenbal, and the Team Assistant, Dr. Kristine Kotecki, had a virtual Pre-Visit Meeting with CMI's Senior Leadership Team and the Accreditation Steering Committee on February 24, 2021.



2. The ALO informed the Council on the additional document requests that will be sent out ASAP and the upcoming meeting schedules.
3. ACCJC Important Dates
 - a. The 1st Public Forum will be Tuesday, March 16, 2021, at 11:00 a.m. at the BOR Conference Room.
 - b. The 2nd Public Forum will be Wednesday, March 17, 2021, at 2:30 p.m. at the BOR Conference Room.
 - c. The Exit Report will be on Friday, March 19, 2021 at 11:00 a.m. at the BOR Conference Room and the Old Library.
 - d. The ACCJC Commission will make its decision during their meeting that's to take place from June 9th – 11th 2021.
4. As per ALO's Submitted Written Report
 - a. Implementation Plan
 - i. **We now have 5 parts of our Implementation Plan that are fully on track and 2 that are still encountering difficulties but are still moving forward.**

(Please refer to Strat. Plan 3.1.2 or ALO's Report to EC March 3, 2021)

INFORMATIONS & ISSUES

1. Student Representative

- a. Not Present

2. Executive Vice President

- a. The EVP informed the Council of the delay of the Newsletter *Jilel*.
 - i. One of the reasons for the delay is the lack of content.
 - ii. Deadline will be the end of this week for any submissions.
 - iii. First edition of the revived *Jilel* should be distributed by the end of this month, March 2021.

3. Vice President for Academic & Student Affairs

- a. As per the VPASA's Written Report
 - i. The Assessment Coach for this semester is Dr. Rosalie Bojos.
 - ii. During the Gala Night, CMI's Kwajalein and FSM Clubs performed and were commended for their participation.
 - iii. The Nuclear Club took part in the Nuclear Victim's Remembrance Day activities, with the club president, Ms. Oronia Kinono winning first place in the video competition.
 - iv. The graduation planning has started and any individuals that want to volunteer in helping during this event can contact the Associate Dean of Equity and Engagement.



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- v. Due to incidents of rules not being followed by the students, in regards to intoxicating substances and littering, the Student Lounge was closed for a week.
- vi. During the Education Week, the Wotje DEC also participated.
- vii. To celebrate the start of the new semester, Jaluit and Wotje centers both had their welcome parties.
- viii. The VPASA conveyed her appreciation to Human Resources and Institutional Research for their presentations on Saturday, February 27th, during WAVES and the Library Department's Retreat.
 - 1. Adjunct faculty orientation also occurred on Saturday, February 27th.
 - a. The orientation presenters were:
 - i. Human Resources
 - ii. IT
 - iii. Counseling
 - iv. Institutional Research
 - b. The President stated her concern on the importance of processing advertisements for Adjuncts 2 months *prior* to the start of a semester.

Recommendation from the President:

To make a possible recommendation to the Hiring Policy of Adjuncts; "adjunct selections must be made as soon as possible after the commencement of the first week of a semester."

- ix. High school recruitments have begun and the VPASA commended faculty Ms. Mylast Bilimon for volunteering to join the Recruitment Team.
- x. The VPASA also conveyed her utmost appreciation to all who took part and helped out with the Career Fair.
- xi. The VPASA raised concern on the students' attendance. Discussion among the Council on the issue occurred.
 - 1. EVP suggested that a study be conducted by IR for *research study* purposes.

4. Vice President for Business and Administrative Affairs

- a. Student Contracts
 - i. The VPBAA requested that students' contracts be processed before a semester starts; similar to the hiring process of the adjuncts recommended by the President.
- b. Current SIS to the New SIS
 - i. The IT Department is working on the data migration process.



1. The pilot project is scheduled to start during the summer. The VPBAA informed the Council that certain staff members are needed in conducting the data migration.
2. The VPBAA also mentioned the time difference between the CMI's personnel and those they are working with in the data migration process; and the importance of the selected staff members to fully cooperate.
 - a. As a result, the selected staff members should make arrangements with the IT Director to request for Mi-Fi devices if they're unable to come to the College for their scheduled meetings.
 - i. CMI will provide Mi-Fi devices to the selected staff members to access the internet from their residences.
 - ii. The VPBAA informed the Council that the Mi-Fi devices can be funded with the previous unspent funding from the CARES ACT.
 - b. By the end of today, March 3, 2021, an email will be sent by the IT Director to the specific staff members, with cc to the President and all the Vice Presidents.
3. The data migration is scheduled for March 25, 2021.
 - a. Afterwards, the VPBAA and the IT Director will conduct a Data Integrity Testing process.
- c. Students that weren't eligible for the Pell Grant, are now eligible for the CARES ACT. This includes the NSSP students.
 - i. The VPBAA is scheduled to meet with the NSSP students next Wednesday, March 10, 2021.
 - ii. The VPBAA has tasked the Director of Financial Aid Office and the Grant Coordinator in finding out if CMI's non-Marshallese students are eligible to receive funding from the CARES ACT.

5. Vice President for Land Grant

- a. No Issue

6. Faculty Senate

- a. The previous Faculty Senate meeting did not have a quorum.
 - i. As a result, the Faculty Senate President shared 3 issues online with the Faculty Senate:
 1. Draft on the Recognition of Prior Learning Policy
 - a. The feedback have been submitted to the respective Committee.
 2. Participatory Governance Taskforce Recommendations
 - a. This was shared and endorsed by the Faculty Senate online.



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3. Academic Calendar

- a. The feedback has been submitted to the respective Committee.

7. Staff Senate

- a. No Issue

8. Management Group

- a. The Management Group met on Thursday, February 25, 2021.
- b. Participatory Governance Taskforce Recommendations
 - i. The recommendations were reviewed and endorsed by the Management Group.
- c. Merging of the Staff Senate and the Management Group
 - i. The Management Group has decided to merge back with the Staff Senate.

Matters from the Previous Meeting

1. Participatory Governance Taskforce Recommendations
 - a. After a final review, the Faculty Senate President made a motion to approve the Participatory Governance Taskforce Recommendations. The VPASA seconded the motion and the motion was carried out unanimously by all with no abstention.

DECISION

The Participatory Governance Taskforce Recommendations were approved as presented.

Matters for Discussion

1. Human Capital Wappepe
 - a. After a thorough review on the changes on the Implementation Plan -***Strategic Goal I: Enhance Resources Needed to Recruit, Hire, Nurture, and Retain Quality, Faculty, and Staff***, it was decided by the Council that the matter will be tabled in the next meeting on Wednesday, March 24, 2021.
 - i. It was decided by the Council that before the next EC meeting, the minor changes in the Human Capital Wappepe will be circulated electronically for the Institutional Effectiveness Committee's approval.

ADJOURNMENT

The Executive Council's *first* meeting for the month of March 2021, was adjourned at 12:35 p.m.



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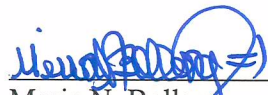
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Submitted By:

Concurred By:

Approval Date:

March 24, 2021


Meria N. Bollong
Secretariat Officer


President Dr. Irene J. Taafaki
Chairperson, Executive Council