



College of the Marshall Islands
9.41 am Tuesday, February 8, 2017

Board of Regents Regular Meeting
Board Conference Room
Approved Minutes

The Board of Regents of the College of the Marshall Islands convened at 1.05pm on Wednesday February 8, 2017 in the CMI Board Conference Room.

In Attendance: Chair Ben Chutaro, Regent Joseph Bigler, Regent Patrick Chen, Regent Alex Pinano, Regent Kathryn Relang, Regent Jabwill Ned, Regent Jelton Anjain, Regent Luiston Binejal, President Theresa Koroivulaono.

Apology: Regent Julia Alfred

Staff in Attendance: Dean Mary Van Auken, VP ASA (Vice President Academic & Student Affairs) Dr. Melinda Nish, VP ADMIN (Vice President Administration) William Reiher and Dean Rachel Salomon.

Guests: none

Call to Order: meeting was called to order by Chair Ben Chutaro at 1.05 pm. Opening prayer was offered by Dean Mary Van Auken.

Approval of minutes: Approved both sets of minutes with changes. Minutes of November 30th and December 1st 2016. Moved by Chair Chutaro and seconded by Regent Chen. There were 2 abstentions – Regents Pinano and Relang.

President' Report: available on CMI's eLearning Moodle page. Report is from Dec 1 2016 – Feb 6th 2017.

- 12 Key Result Areas (KRA) and updates.

KRA 1 – Partnerships and initiatives to improve quality of education.

Update:

- Focus on CMI, USP and PSS partnership on a project called Improving Quality Basic Education (IQBE).
- Partnership with West Point Academy through the Fulbright Specialist Program to provide Ebeye with summer education programs in Math and English.
- Partnering with UH and Gallaudet for the delivery of 2 specialized certificates in special education and severe disabilities.
- In progress is the ongoing discussion for the Marshallese Institute for Language Arts & Culture at CMI.
- Partnership and negotiations with the Customary Law & Language Commission.

KRA 2 – Surveys and Results

- IR with Executive Advisor to the President/VPASA are developing surveys for improving the quality of learning and teaching at CMI.
- IR is working on a survey for employees on CMI Services.
- More surveys are scheduled as CMI begins to collect new data for development of the Educational Master Plan (EMP) and the new Strategic Plan (SP).

KRA 3 – CMI Strategic Plan 2016 – 2018

- Currently in implementation.
- Online monitoring system tracks its progress.
- Almost 30% completion in the 5 goals.
- 2 of the 5 goals are on target.

KRA 4 – WASC Accreditation

- Currently awaiting the ACCJC meeting in January on CMIs accreditation decision.
- PPEC meeting in March 2017 – will decide whether or not Pacific colleges will remain with ACCJC – California and all but 5 have dissolved their membership with ACCJC.

KRA 5 - Innovative Programs – Specialized certificate programs in Special Education; Deaf education and Severe Disabilities.

KRA 6 – Capital Construction & Renovation – - Old Fitness Center and restrooms demolished.

- Progress work on Arrak renovations – includes development of an Arrak Maintenance Plan currently being undertaken by Stanley Lorennij.
- Aquaculture facilities has experienced some transformation. Research work will begin once work is completed.
- Vincent Enriquez, the Agricultural researcher has been working on transforming the agricultural program through putting up displays and pallet gardens as well as demonstrations on “Enhancing food productivity with locally made compost-fertilizer.”

KRA 7 – Budget Reports

- Most current reports to be delivered during the BOR standing committee meetings on Feb 8th by CFO Stevenson Kotton.

KRA 8 – Partnerships with K – 12 Educators, business, industry and the community in RMI

- Minister’s Policy and Advisory group meetings: Wed, Feb 1st 2017. Members are PSS, TSLB, CMI, USP, PSS Board, NTC and MISGLB.
- ADB-funded projects on IQBE

KRA 9 – Degree Completion Rates & Improved academic programs and support services

- Area of critical concern as the CRAC-generated CMI score card records the CMI grad rate at 4% for First Time Full Time (FTFT) students completing in 3 years.
- Working with faculty to address this.

KRA 10 – Institutional Data and Document Management System

- Ongoing project as more processes and documents are evaluated for efficiency and effectiveness.

KRA 11 – CMI Succession Development Plan

- CMI continues to support selected employees through the available professional funds.
- Leadership Academy has been established and the 1st round of training has been completed by the HR Director and VPASA.
- Office of the President – 3 senior administrators have been selected for executive leadership training to provide talent at the president’s level. In 2017, 2 more Marshallese employees will be included in the executive leadership training.

KRA 12 – Other updates

- VPASA Dr. Nish is working on a number of historical issues in the faculty which includes compliance with federal regulations and establishing proper program records.
- CMI has not renewed the MOU with MICS. Partnership will end completely by June 30 2017.
- CMI and UH Sea Grant officials met in January to discuss and revise the program at CMI. Integration will now include much closer alignment with CMI’s mission and core business.
- Trip to Jaluit was made on Thursday Feb 2nd to assess the Center readiness for offering courses for the first time in summer 2017.
- We have a center coordinator who will start June 1st.

Standing Committee Reports

Strategic Plan Committee Report:

- Education Management Plan is about our programs and the bigger picture
- A draft would be ready in June to view and comment on.
- Institutional Planning Committee/ Executive Committee updating the language of the Mission.
- Strategic Plan cycle will start soon and this is why the revised mission is on the agenda.

Finance Committee –

- Looks great and the ratio is good i. e. 1:13 Liquidity Ratio in 2011.
- Contingency fund is within ACCJC requirement.
- End of Fiscal Year – we aim to achieve a 0 deficit balance as we would have made up our prior year losses.
- Subsidy is on time compared to previous years.
- Work on the audit is in progress, No Qualification yet & final report will be ready by May 2017.
- Facility /Maintenance Fund is at \$500,000.00 at BOMI.
- Infrastructure Maintenance Fund (IMF) –Chair Chutaro asked if the depreciation was adjusted to which CFO Kotton said yes, but we didn't match 1 – 1.

Academic & Student Affairs

- New programs for ACCJC. 3 out of the 4 sub changes were submitted in January and we should get a result by March. These were the Bachelor of Arts, Advanced Certificate in Deaf Education and the Advanced Certificate in Severe Disabilities. The Marine Science Certificate sub change is to be completed by March and we will know the result by May.
- Enrollment – There is an Enrollment Management Plan and the Educational Master Plan (EMP) that is being developed and Students Services Department is working with Academic Affairs and Business Affairs to look into the revenue and cost to help the EMP development.
- Completion Rates – The Distance Education centers in Ebeye and Jaluit are going to be running during the summers. Wotje Center will be developed later as the 4th Distance Education Center. As these DE Centers are being developed, it may require sub changes to be written and submitted to ACCJC.
- CMI Education of Educators – will work with the Teacher Standards and

Licensing Board (TSLB) to get teacher certification updated.

Risk Assessment and Audit Committee

- Develop a framework on how we look at risks and Assessments Operations.
- Biggest risk for now is the end of the current Compact in 2023.
- Documents need to be well vetted because of likely penalties from ACCJC.
- Title IV Compliance MOU.
- Board members will meet to discuss the Endowment Fund benchmarks.
- Fossil fuel Divestment – current arrangement – Investor Solutions will be here in a few weeks.
- Regent Bigler asked about the TORs for the Risk Assessment and Audit Committee. VPASA, Dr. Melinda Nish and CFO Stevenson Kotton are to provide the KPIs for the committee. He further mentioned that he needed an independent look over the paperwork. Chair Chutaro suggested the Ex officio peers within...and Ben Graham for investments. CFO Kotton mentioned that the board directs what kind of reports they want from committees.
- Board KPIs are in old business and the Corporate Plan will be added.

Old Business

- Talked about the Board's Action Plan yesterday (Tuesday 02/07/2017). Board KPIs will be added to it.
- How it will be monitored and developed or revised will be done by an appointed committee which will be chaired by the President of the College.

New Business

- Regents Anjain and Ned are going to attend the conferences in Hawaii on the GLI and GISS. Chair Chutaro will only attend the GISS. Regent Chen will stay on to attend the GLI and GISS after his other conference.
- Conversation and report on the revised mission statement. It has been through

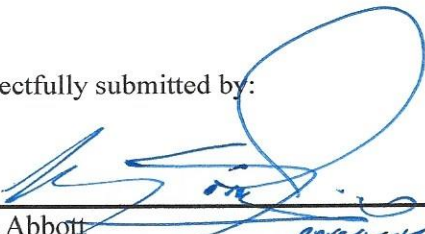
both the IPS and EC committees in November 2016 after it had been posted online for all the CMI entities to view, read and comment on. It was also posted in the newspaper for public comments. All feedback is collected and reviewed and used as the basis of the change.

- The biggest change is that it is now condensed and contained in only one paragraph.
- The new mission if approved, will guide the Educational Mater Plan.

Action Item on the New Mission

- There are 2 options
 - i. Act on it in this meeting
 - ii. Read and put it as an agenda item for May meeting.
- Mission has not changed the substance of its content from the previous one except that it is no longer numbered, but all condensed into one paragraph.
- Regent Jabwill Ned moved to approve the new mission presented and was seconded by Regent Patrick Chen.
- ***Vote result: New Mission Statement was approved***
- ***Meeting was adjourned at 1.50pm***

Respectfully submitted by:


Ruth Abbott
Recording Secretary

*PRESIDENT FOR THE
RECORDING SECRETARY*

Approved by:


Benjamin Chutaro
Chairman, Board of Regents