



CMI

BOARD OF REGENTS

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258
Uliga Campus

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

Fax: (692) 625-7203

Email: bor.regents@cmi.edu

Board of Regents Minutes - Approved August 8, 2022

Members Present

Chairperson Kathryn Relang
Regent Kino Kabua
Regent Stiffney Paul
Regent Ione deBrum

Vice-Chair Harden Lelet
Regent Helmer Lang
Regent Marie Maddison

Regent Julius Lucky
Regent Salome Andrike
Student Regent Faith Lanwi

Member Absent/Excused

Regent Yolanda Lodge-Ned

CMI employees in attendance:

Dr. Irene Taafaki, CMI President

William Reiher, Executive Vice President

Stevenson Kotton, Vice President for Administrative and Business Affairs

Dr. Elizabeth Switaj, Vice President for Academic and Student Affairs

Kelly Sebastian, Executive Officer/Executive Secretary for the CMI Board of Regents (ESBOR)

The meeting was called to order @ 9:00 AM

Agenda Items

1. Opening prayer & Roll call and call to order
2. Approval of the Agenda
3. Review of the last BOR meeting minutes
 - 3.1. May 23, 2022
4. Board Chair Report
 - 4.1. ACCT Complimentary Board Services Entry Form - August 15 2022 Deadline
 - 4.2. Asana Training Date
5. ACCT Participants Report (Regent Kabua, Regent Lang, & Regent deBrum)
6. President's Updates
 - 6.1. Review of the COVID policies and updates
 - 6.2. PPEC
 - 6.3. Ebeye updates
 - 6.4. BECA updates
 - 6.5. Strategic Plan (New)



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7. Accreditation Report
 - 7.1. Preparation for the October visit
 - 7.2. Status on the Substantive Change
8. Standing Committee Reports
9. Report and Recommendations/Approvals
 - 9.1. Fall 2021 and Spring 2022 Data
 - 9.2. Dual Enrollment Policy
 - 9.2.1. Resolution-FY-2022 Policy 365 Dual Enrollment
 - 9.3. Justice-Impacted Students
 - 9.3.1. Resolution-FY-2022 Policy 332 Justice-Impacted Students
 - 9.4. Communicable Disease Policy for Students
 - 9.4.1. Resolution-FY-2022 Policy 345-5 Communicable Disease Policy for Students
 - 9.5. Academic Renewal Policy
 - 9.5.1. Resolution-FY-2022 Policy 362 Academic Renewal
 - 9.6. CMI CCTV-Policy-Procedures
 - 9.6.1. Resolution to approve CMI's CCTV Policy
 - 9.7. Proposal for increase in Tuition, Technology, Health and Residential Fees
 - 9.7.1. Resolution to approve the changes in Student Fees (Student Tuition, Technology, Health Fee & on Campus Housing Fees)
 - 9.8. Proposal and Resolution: Establishment of the Office for Micronesian Center for Sustainable Transport (MCST)
 - 9.9. CC-CHOW and CC-OAHA Certificates of Completion
 - 9.9.1. Resolution to approve the Certificate of Completion in Community Health Outreach Worker and the Certificate of Completion in Outer Atoll Health Assistant.
 - 9.10. Participatory Governance Policy
 - 9.10.1. Resolution to Approve Participatory Governance policy
 - 9.11. The Stepp Up Scholarship: Proposed New Scholarship for the Highest GPA earners in the Adult Basic Education (ABE) Program
 - 9.11.1. Resolution to Approve Stepp Up Scholarship
 - 9.12. New Policy: Salary Market Loading Policy
 - 9.12.1. Resolution to approve the Salary Market Loading Policy
 - 9.13. Basis of design
 - 9.13.1. Resolution to approve the basis of design for the New Student and Learning Centers
10. Matters for information
 - 10.1. Proposed Fees for Replacement Diplomas and Certificates and for Purchasing Graduation Regalia - July 2022
11. BOR request for future items and information
12. Executive Session



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Minutes

1. OPENING PRAYER, ROLL CALL, AND CALL TO ORDER

Regent Lang opened the BOR meeting with a prayer, then Chair Relang called the meeting to order at 9:00 am.

2. APPROVAL OF THE AGENDA

Regent Maddison moved to approve the CMI Board of Regents Agenda as presented. Regent Lucky seconded the motion. The motion was unanimously approved.

3. REVIEW OF THE LAST BOR MEETING MINUTES

3.1. May 23, 2022

- Under the Board Chair's report: Capitalize and correct spelling to Bytes.
- Under 7.3.1.2: summarize the policies.
- Under 8. Report and Recommendations/Approvals: reflect on the key questions post, reply, and discussion.

Regent Maddison moved for deferment of the approval of the May 23, 2022 Minutes to include the changes necessary for an online voting or to the Special Board Meeting. Regent Lang seconded the motion. The motion was unanimously approved

4. BOARD CHAIR REPORT

- 4.1. Recommend that the Standing Committee meets prior to the Regular Board Meetings.
 - 4.1.1. Standing Committee Chair work closely with the CMI staff to organize your meeting prior to the next Board Meeting.
- 4.2. ACCT Complimentary Board Services Entry Form - August 15 2022 Deadline
 - 4.2.1. We'll use this retreat as our onboarding for the new Board member and all to refresh on our roles and responsibilities.
 - 4.2.2. Regent Kabua: These are all important topics, if we could divide them into 2 days of retreat.
 - 4.2.2.1. Chair Relang: Not sure how long each topic would be.
 - 4.2.3. We'll send out an online pole for each Regent to select your top 5 topics.
- 4.3. Asana Training Date
 - 4.3.1. The Board should utilize asana to help us track the work of the Board.
 - 4.3.2. An 1 hour of asana training would be good.
 - 4.3.3. Regent Lucky: suggest including the training to the special meeting.



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- 4.4. On behalf of the Board, Thank you EVP Reiher for taking the lead and VP's for supporting EVP Reiher while Dr. Irene was away. We went to the graduation for Wotje, Ebeye and Kili, it was a good trip. The communities were happy about the services offered at their community.

5. ACCT Participants Report (Regent Kabua, Regent Lang, & Regent deBrum)

- 5.1. Regent Lang reported that the ACCT trainings were educational and informative in so many ways, and didn't realize many Colleges were part of the ACCT.
- 5.1.1. It was good to hear from the different ideas, strategies and challenges each Colleges were facing.
 - 5.1.2. We must have a strong relationship with our CEO and take care of her. We should support her.
 - 5.1.3. We Were reminded that we come with plans and strategies of how to run the College but we must not forget that the students are the reason why we're here. We must cater to and make sure we accommodate their needs and challenges faced.
 - 5.1.4. It opened my eyes and helped me to be a better board member.
 - 5.1.5. The network of all the community colleges helped me understand that CMI is a good stepping stone for the student, now I can encourage the High School students and show them the pathways. CMI is for our people.
 - 5.1.6. Enjoyed the trip and was one of the 2 that didn't get COVID because we obeyed.
- 5.2. Regent deBrum reported that she was happy and had joined the training. She concentrated on the things the campus had and that one of her interests is with food.
- 5.3. Regent Kabua reported that this was an opportunity to go and learn, it was an educational trip as well. She shared some of her recommendations and notes:
- 5.3.1. Require at least 1 participation for the GLI training for Board members.
 - 5.3.2. We should have a policy in place on professional development and Board members.
 - 5.3.3. We should look at having annual or bi-annual retreats to run through policies to have deeper dive sections on certain topics by Board members.
 - 5.3.3.1. For example: if we don't know anything, who do we ask and of course retreat serves as an opportunity for continued leadership training for the Board members.
 - 5.3.4. One of the session was best practices for highly effective Board - notes:
 - 5.3.4.1. Be present, communicate, provide feedback, give feedback, and don't just sit and listen.
 - 5.3.4.2. Quote from John Maxwell: "Good leaders ask great questions".
 - 5.3.5. They mention doing a 360 degree evaluation of the President - ACCT as a model for this.
 - 5.3.6. Review policies regularly with the President, get to know the data and understand the data.



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- 5.3.7. Make sure to pick the right consultant in the search form.
- 5.3.8. Regular board development on topics just as ethical behavior and civil engagement.
- 5.3.9. Be prepared for every Board meeting.
- 5.3.10. Support the President and hold on to a great President.
- 5.3.11. Engage in Board self-assessments.
- 5.3.12. Board retreats.
- 5.3.13. Don't be an offense sitter - someone who just sits and is not a participant at all or would just abstain on every proposal. Board should have a policy on abstention or reason or criteria for Board members who constantly just abstain on issues.
- 5.3.14. Is the President clear on what she/he will be evaluated on.
- 5.3.15. Another session that was useful was the oversight of Finance and investment.
 - 5.3.15.1. Annual audit is the responsibility of the Board for auditing financial statements of management,
 - 5.3.15.2. Internal auditor, the best practice is having him/her report to the Board.
- 5.3.16. Policies must be clearly articulated so the administration can carry out their operational mandate.
- 5.3.17. Side notes:
 - 5.3.17.1. Does the college have a policy on budget formulation and process. When is the Board expected to be involved in the budget process. how deep into the chain of command of the budget formulation go.
 - 5.3.17.2. Do we have a robust policy on audit. What is the role and authority of the internal auditor in terms of using him/her above management, what is that person's connection to the Board.
 - 5.3.17.3. Do we have a well articulated policy on investment and the role of the Boards on that.
- 5.3.18. Policies should create guidelines, procedures for the administration to develop and implement.
- 5.3.19. Put culture into the programs.
- 5.3.20. How are we promoting CMI as the first choice for our students.
- 5.3.21. As Regent Lang mentioned there were so many topics, and it was good to hear from the other college members from the states and Pacific colleagues.
- 5.3.22. This was a good trip.
- 5.4. For more on Regent Kabua's report:
 - <https://drive.google.com/drive/u/0/folders/1-HBFdGnzvezlDf6pTdKaplLvD6bAyxhF>
- 5.5. Chair Relang: We still haven't done our own self-evaluation as a board. We'll try and do it this year. In the coming year, we'll have the opportunity to send others to the next ACCT or GLI Training.
- 5.6. Regent Kabua: With Strengthening the partnership with the private sector, do we have an annual form or survey.



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- 5.6.1. Chair Relang: CMI is a member of the chamber of commerce. Something we can look at doing.
- 5.6.2. President Taafaki: We do keep in touch through the different meetings that we go to, we get feedback from organizations, private sector, public, and NTC. interneted in the employment policy, So that the private sector can have a more responsible attitude towards employment.
 - 5.6.2.1. Our national employment policy needs to stipulate that employers should pay people for their certification that they obtain.
 - 5.6.2.2. Entrepreneurship is very important for the college because it's the best hope for students to try and start their own business.
 - 5.6.2.3. Regent Lucky: NTC invested in the boot camp and welding training that some of the graduate students went off and started working at the private company and eventually left because they were stuck.
 - 5.6.2.4. Regent Maddison: There is no ministry that handles the labor, we don't have a ministry of labor. NTC is mainly training.
 - 5.6.2.5. Regent Kabua: In addition to the development of the national employment policy, we had our joint labor relations board meeting with USAGA, there will be updates to the minimum labor conditions. This is an opportunity to work on the policy and make it clear for any employer.
- 5.6.3. Regent Lelet: Mtec had training and programs in place for employment.

6. PRESIDENT'S REPORT

- 6.1. President Taafaki presented and respectfully referred Regents to the detailed report in the folder for the meeting:
 - https://docs.google.com/document/d/1U1W_xiNMolDirUQniYB1-0suWeRofD4/edit
- 6.1.1. Priority Strategic Initiatives - 2022:
 - https://docs.google.com/presentation/d/1AvuTqPamosYKEQ_X3U_1pmFIZG_Bg4cf/edit#slide=id.p1
- 6.1.2. EVP: Beca Consultants developing concept plans for the Student Center (3 floors) and Learning Center (2 floors).
 - 6.1.2.1. Chair Regent: Recommending two elevators for the building. It's an inconvenience for the students. To accommodate the Admin Building as well, one lift at the end of the Student Center and the other at the end by the Nursing Clinic in the Learning Center building.
 - EVP: The idea was to renovate the existing lift and make it internal facing, and we'll get the same suppliers for these lifts, so if need to send someone over it'll be easy. By December we should have the final design and costing of the building to be presented to the board.



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- 6.1.2.2. President Taafaki: University of Guam would be the best for our Nursing program students. We have eight scholarships for our nursing students, bachelor's leading to a master's program. Waiting to hear the number of our students accepted to the scholarship. Others applied for internships. Four students applied to the scholarship board for Financial assistance. Need to step up our communication between the Ministry of Health and the College.
 - The need for a bachelor's degree didn't come up from these consultations.
- 6.1.2.3. Regent Kabua: From the training, the President from American Samoa mentioned that they rushed their bachelor's degree getting established and that when they looked back they wish that they had first concentrated on developing it as a 2 years institute.
- 6.1.2.4. In Business they can go into online programs, including Grand Canyon University and we have an agreement with them that gives our graduates tuition discount.
- 6.1.2.5. The nurses get their training from Kapiolani, Windward, Hilo and University of Hawaii. They also have scholarships but none of our students try to get into that program.
- 6.1.2.6. Regent Kabua: Protocols for the College. Just to share with the board, its business as usual. Depending on whatever happens and if we have to do a total lockdown then that will happen. Schools will most likely close for 2 months - public and private schools. We'll try to get a clear language on the five day quarantine on arrival if it is not clear on the roadmap. If the research study on the female students can be reported back in the next board meeting.
- 6.1.2.7. Regent Kabua: Plans for renovation of the trailer at Arrak. If the investor can report the investments. Know where exactly we're putting our investment into.
 - Chair Relang: In the past, we just presented the total balances of our investments. If dropped or goes up, we'll provide the reasons for it.
 - President Taafaki: We can ask our investor to present in the next or in the special meeting. Regarding the trailers we have assigned money in the next financial year budget for the complete renovation. It's the extraordinary rain that caused much more damage than we anticipated to the trailer.
- 6.1.3. Progress on 2022 Strategic Initiatives:

<https://docs.google.com/document/d/1QQ1SVGSd7ZdfTKkkkZf7y0AuTkv1NeTf/edit>



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6.1.4. Recruitment and Employee Update:
<https://docs.google.com/document/d/1-YQQMjWzAviQOX8dGFU0tO93oKDHjGiw/edit>

6.1.5. CMI Profile:
<https://docs.google.com/document/d/1-Pruw9d2inpNxb2R6v1qGFoYsAHfP9ZE/edit>

7. ACCREDITATION AND FOLLOW-UP REPORT

- 7.1. VPASA Switaj presented and respectfully referred Regents to the detailed report in the folder for the meeting:
 - 7.1.1. Follow up Report: main change was the arrival of the internal auditor.
 - 7.1.2. Accreditation Report and Updates:
https://docs.google.com/document/d/1JyhomB_vf5eVQM2mKmKEuSGtvdQ-1yPldR-BngGPZVA/edit
 - 7.1.3. Show our progress on the ISER improvement plans and the recommendations for improvement that came from the team. These items will be reported on in the mid term report to ACCJC in 2025.
 - 7.1.4. New ACCJC President, Dr. Mac Powell.
 - 7.1.5. Substantive change approved for Kwajalein Campus - ACCJC team will need to go to Ebeye.
 - 7.1.6. The itinerary will be determined in the coming months.

8. STANDING COMMITTEE REPORTS

- 8.1. Strategic Planning Committee
 - 8.1.1. Regent Lelet asked EVP Reiher to present the committee's report.
 - 8.1.2. The strategic planning committee looked at the Asana project and the reporting function on asana, where we can pull out the progress on the strategic plan.
 - 8.1.3. We looked at the number of tasks that were achieved, the ones that are on task and the ones that were deferred.
 - 8.1.3.1. The deferred task was because we were waiting for Jenzabar to be implemented, as well as some of the new activities that came into the strategic plan from the finance wapepe (implementing this semester).
 - 8.1.4. We also discuss that perhaps for reporting purposes at each board meeting, pull out these reports that would show the progress from one board meeting to the next board meeting so we can see what had been accomplished in between these meetings. Also so the board is kept up to speed and up to date on the progress.
 - 8.1.5. Having board access and training to asana so each member can look at these reports when needed.



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- 8.1.6. As mentioned there's 344 activities in the strategic plan, but if the board has specific tasks on the strategic activities that they want to keep track of and can go on asana and look at the progress on that specific activity.
- 8.1.7. Regent Kabua: For the strategic plan there's 150K budgeted to do these activities and the budget is not sufficient. For funding purposes, EVP explained that each department is encouraged to reach out to the grant office.
 - 8.1.7.1. EVP Reiher: The 150K is allocated annually from the budget committee and it's money to go towards prioritizing strategic activities. It's been in this same amount for 2 or 3 years.
 - 8.1.7.2. VPBAA Kotton: At the end of this month we'll know if there is a supplemental fund to this. Some of the proposals are recurring proposals. EVP Reiher and I are planning to provide training to the department heads.
- 8.1.8. Regent Lelet: We were very happy that we do have a tracking mechanism in place, which shows the completion, on track, and the deferred activities.
- 8.2. Finance/Risk Assessment/ Audit Committee
 - 8.2.1. Chair Relang presented the committee's report and that most of what was discussed has already been presented during the President's report by VPBAA.
 - 8.2.2. Convey that there will be another \$400 increase in pell grant. There was an increase as well last year of \$200.
 - 8.2.2.1. As we know CMI is expanding, improving and upgrading. With that, Tuition and fees will be increased to cover the cost of these things.
 - 8.2.3. For the board's approval we have a resolution to approve the increase in tuition and fees, which will be effective this semester.
 - 8.2.4. The budget was shared and the amount that CMI has used in improving our commercial services, IT and Physical plant departments.
 - 8.2.4.1. Commercial services there's been a total spending of \$289,000.
 - Eliminate the use of paper, bookstore (online services), ID system, use of equipment/rental, water deliveries, and tickets for the buses.
 - 8.2.4.2. IT there's been a total spending of 2.4 Million, technologies and equipment that have been installed in the classroom and Arrak.
 - New systems have been replaced to improve the services, such as the Jenzabar (new student information), efilecabinet, DTEN zoom equipment, and replacing of computers.
 - 8.2.4.3. Physical plant there's been a total spending of 1.8 Million. Renovation of the basketball court, Lang grant office, Arrak landscaping, current renovations of our dormitories, and plastic waste recycling center.



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- Purchasing the water bottles or plastic materials from people and converting them into flower pots, pilot with support from ROC Taiwan.
- 8.2.5. EVP presented the new building that is going to be constructed.
- 8.2.6. Chair Relang asked VPBAA to share our Investment Portfolio Reports: 5.5M
 - 8.2.6.1. Contingency Fund (BOMI): 1.3M
 - Increase by 150K.
 - 8.2.6.2. Maintenance Fund (BOMI): 2.1M
 - Increase by 250K.
 - Will share the complete assessment of the Plant and Facilities.
 - 8.2.6.3. Endowment Fund (Investor Solutions): 2.1M
 - It dropped by 400K.
 - Schedule a meeting with the investor/money managers for a board meeting.
- 8.2.7. Regent Maddison: Electricity or generators for distance learning.
 - 8.2.7.1. 2 of the team will install an engine at the Ebeye center. Regent Lelet and Paul will need your help.
 - 8.2.7.2. The Jaluit generator is supposed to go on the boat later in the day.
 - 8.2.7.3. Wotje were waiting for a boat to transport the generator.
 - 8.2.7.4. Santo, Arrak and Uluga campus have their own generators.
- 8.3. Academic & Student Affairs Committee
 - 8.3.1. Regent Lang asked VPASA Switaj to present the committee's report.
 - 8.3.2. VPASA Switaj reported that the committee reviewed the CC-CHOW and CC-OAHA.
 - 8.3.2.1. These are certificates for Community Health Outreach Workers (CHOW) and Outer Atoll Health Assistance (OAHA), these were developed in collaboration with the Ministry of Health and Human Services and with Chris.
 - 8.3.2.2. CHOW - one year certificate, the idea is that people will enter and be chosen by MOHHS and there'll be a cohort. They will take one full class that will cover all the points.
 - 8.3.2.3. Then for the second one they articulated, so they do one more semester after that to qualify for the OAHA certificate.
 - 8.3.3. The informational item we looked at was the CCSSE - its a standardized survey and they're organized into five benchmark areas:
 - 8.3.3.1. Active and collaborative learning (persistent strengths),
 - 8.3.3.2. Student effort (persistent strengths),
 - 8.3.3.3. Academic challenge (big weakness - We're going to be focusing on this coming academic year),
 - 8.3.3.4. Student-Faculty Interaction (weaker), and



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8.3.3.5. Support for Learners (persistent strengths).

8.3.4. Chair Relang: CC-CHOW and CC-OAHA will be deferred to the special meeting.

9. REPORT AND RECOMMENDATIONS/APPROVALS

9.1. Fall 2021 and Spring 2022 Data

This has been deferred to a Special Board Meeting.

9.2. Dual Enrollment Policy: Resolution-FY-2022 Policy 365 Dual Enrollment.

9.2.1. VPASA Switaj presented the Dual Enrollment Policy. It was deferred from the last meeting.

9.2.2. This is essentially to clarify something that we've been doing, where we do offer some opportunities for students who are currently in high school (Junior and Senior) to take credit here at the College.

9.2.3. The way this is written, it wouldn't make any obligation in terms of finance, it would allow us if we have the budget to waive the tuition for some people, but it also essentially takes off half for those who have their tuition covered otherwise.

9.2.4. This would also lead once we have this in place to increase collaboration with schools, so that we could see more dual enrollment.

9.2.5. We didn't have the policy, just the practice.

Regent Maddison moved to approve the FY-2022 Policy 365 Dual Enrollment Resolution. Regent deBrum seconded the motion. The motion was approved.

9.3. Justice-Impacted Students: Resolution-FY-2022 Policy 332 Justice-Impacted Students

9.3.1. VPASA Switaj presented the Justice-Impacted Students Policy.

9.3.2. It's a policy to ensure that there is access for students who perhaps are currently in jail or who have had a conviction in their past.

9.3.3. We welcome these students, but we'll also keep security aware.

9.3.4. Regent Lang shared his experience from PCC. There were a number of prisoners that would come (no escort) in and take courses. There were no issues.

9.3.5. Regent Maddison: it's how well we collaborate with the agencies.

9.3.6. The deportee falls under the other justice-impacted students. When students disclose their status as justice-impacted individuals, they will be referred to the Counseling Director for assistance in accessing necessary resources and support.

9.3.7. Regent Kabua: Government has been discussing it and coming up with a policy and monitoring them.

9.3.7.1. Chair Relang: One way to enroll them to CMI if they haven't completed high school or certificates.



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9.3.7.2. Regent Lucky: Keep in mind, that they'll stay and will not remigrate.

Regent Lucky moved to approve the FY-2022 Policy 332 Justice-Impacted Students Resolution. Regent Andrike seconded the motion. The motion was approved.

9.4. Communicable Disease Policy for Students: Resolution-FY-2022 Policy 345-5
 Communicable Disease Policy for Students.

This policy has been deferred to a Special Board Meeting.

9.5. Academic Renewal Policy: Resolution-FY-2022 Policy 362 Academic Renewal.

This policy has been deferred to a Special Board Meeting.

- 9.6. CMI CCTV-Policy-Procedures: Resolution to approve CMI's CCTV Policy
- 9.6.1. VPBAA presented the CCTV Policy-Procedures. This policy was presented and went through the college's governing body, to EC and for Board approval.
 - 9.6.2. This provides guidelines for our security cameras, here on the Uliga campus, Ebeye, Wotje and Arrak.
 - 9.6.3. With all our investments, safeguarding them is essential and crucial for us.
 - 9.6.4. Also will provide guidelines to manage and handle the data that was collected from the camera - within 30days it's automatically deleted if no issue occurs.

Regent Lang moved to approve the CMI's CCTV Policy Resolution. Regent Paul seconded the motion. The motion was approved.

- 9.7. Proposal for increase in Tuition, Technology, Health and Residential Fees: Resolution to approve the changes in Student Fees (Student Tuition, Technology, Health Fee & on Campus Housing Fees).
- 9.7.1. VPBAA Kotton presented the Proposal for increase in Tuition, Technology, Health and Residential Fees. This is to cope with the cost of operation for the college as a whole.
 - 9.7.2. To maintain the level of services that we already provided and then also continuously find ways to improve the existing services we were providing.
 - 9.7.3. The financial burden on the students compared to the last school year will not be impacted because there is an increase in pell.
 - 9.7.4. The tuition and fees are budgeted and cost within the availability of the Pell grant, unlike other schools in the states.
 - 9.7.4.1. When we did these outward changes we kept in mind the burden on the student financially.
 - 9.7.5. Chair Relang: these increases are a total of \$400.



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- 9.7.6. Our tuition and fees are lower than PCC and COM. Now we're comparing our financial report with CNMI. We want to reduce the receivables. We are subsidizing what the student cannot cover.
- 9.7.7. We were able to recover some of our receivables through the COVID Fund, in the total of 600K and there is an additional 300K/400K recovery on student debt in 2019.
- 9.7.8. VPASA: Health services help supplement the student, treatment of illness, hospital visit, provides pain relief and some kinds of over the counter medicines, she's doing COVID vaccination and booster. Also, provide general health workshops.
- 9.7.9. Of the CMI students: 96-98% are Pell eligible.
- 9.7.10. Technology fee is to make sure that we have internet connection and proper computers in the classrooms. ePRINTit, minimize students from printing and hopefully, students can submit through DocuSign. S
 - 9.7.10.1. The cost of cartridges was at 200 but right now it's around 300-400, it's costly that is why we moved into electronic printing.
 - 9.7.10.2. Student Regent Lanwi: For the education program it's a big inconvenience, we print more than 30 papers for our fieldwork per student and per classroom.
 - VPBAA: In other institutions, students are paying for their printing. Our cost for printing is cheaper than other institutions. We understand that it's a new concept and we want students to understand that everything has a cost.

Regent Kabua moved to approve the changes in the Student Fees (Student Tuition, Technology, Health Fee & on Campus Housing Fees) Resolution. Regent Maddison seconded the motion. The motion was approved.

- 9.8. Proposal and Resolution: Establishment of the Office for Micronesian Center for Sustainable Transport (MCST).
 - 9.8.1. In 2017, MCST was established, it was a joint partnership between USP and the government.
 - 9.8.2. The administrative and financial management systems at usp are not really efficient or transparent enough for the project to function without frustration.
 - 9.8.3. The proposal should be written to the RMI Government to restructure the MCST and keep USP as a partner, like the other partner academic institutions, and without any responsibilities from administration or financial management.
 - 9.8.4. The proposal went to the cabinet in May and on June the 2nd the RMI President signed the decision to transfer the management to CMI.
 - 9.8.5. The first project under the new arrangement is with the UN Foundation.
 - 9.8.6. We'll be receiving a little over a million from the Sergey Brin Family Foundation.



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- 9.8.7. The funding will be met from that proposal, we're currently working out the details of that funding proposal. Have another meeting tomorrow with the UN Foundation, the college, and the other project partners.
- 9.8.8. Regent Kabua: The goal is for it to become an independent agency, but they felt that transitioning it to CMI and working towards that goal of establishing an independent agency - future direction.
- 9.8.9. The project is regional, providing policy advice and training for regional Governments in their negotiations with IMO.
 - 9.8.9.1. It's all transportation but we started off with sea transportation.
- 9.8.10. CMI will receive at least \$80,000 Administrative cost a year.
 - 9.8.10.1. 10% of this will be used for the renovation of the facility and an opening.

Regent Maddison moved to approve the establishment of the Office for Micronesian Center for Sustainable Transport (MCST) Resolution. Student Regent Lanwi seconded the motion. The motion was approved.

- 9.9. CC-CHOW and CC-OAHA Certificates of Completion: Resolution to approve the Certificate of Completion in Community Health Outreach Worker and the Certificate of Completion in Outer Atoll Health Assistant.

This has been deferred to a Special Board Meeting.

- 9.10. Participatory Governance Policy: Resolution to Approve Participatory Governance policy.

This policy has been deferred to a Special Board Meeting.

- 9.11. The Stepp Up Scholarship: Proposed New Scholarship for the Highest GPA earners in the Adult Basic Education (ABE) Program: Resolution to Approve Stepp Up Scholarship.

This has been deferred to a Special Board Meeting.

- 9.12. New Policy: Salary Market Loading Policy: Resolution to approve the Salary Market Loading Policy.
 - 9.12.1. President Taafaki presented the Salary Market Loading Policy with regards to what was mentioned, challenging to recruit and hire certain positions, particularly:
 - 9.12.1.1. Science and Business.
 - 9.12.1.2. Areas under specialty like the special and inclusive education instructor.
 - This presents a risk because we signed an agreement with PSS on the project but we can't get people to fulfill it.
 - 9.12.1.3. STEM and Nursing Programs.



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- 9.12.2. This policy is to attract and retain qualified people at the College and that they wouldn't back out at the last minute because the salary package doesn't match their expectations.
- 9.12.3. After two (2) failed searches, market loading may be included in the third search attempt.
 - 9.12.3.1. The amount allowable for Market Loading up to a maximum of 20%.
 - It would be a discussion between the President and relevant VPs as to whether we apply this.
 - The 20% is already accommodated in the salary package and not added to the new budget.
- 9.12.4. Advertisements for the current director position is a month.

Regent Kabua moved to approve the Salary Market Loading Policy Resolution. Regent Lang seconded the motion. The motion was approved.

- 9.13. Basis of design: Resolution to approve the basis of design for the New Student and Learning Centers.
 - 9.13.1. EVP Reiher presented the comprehensive overview of the general design for the Student Center (3 floors) and Learning Center (2 floors).
 - 9.13.1.1. We keep in mind the suggestions about the elevator, to be incorporated, so students with disabilities don't have such a long hike.
 - 9.13.2. This is with the design criteria and parameters for the two buildings which are the same design criteria and parameters that were used on the designs of the existing College Center and Administration Buildings (Australia and New Zealand codes).
 - 9.13.3. Regent Kabua: Building codes are in the final stage of review with the firm in the U.S.. it'll be done within this month.
 - 9.13.4. Chair Relang: Keep in mind if the RMI building code gets approved that will have to be taken into consideration. We have the obligation to comply with those standards and the building codes.
 - 9.13.5. EVP Reiher suggests that we stay with the Australia and New Zealand codes to be uniform with the existing buildings. The draft RMI building code has been shared with the Beca team.
 - 9.13.6. These new buildings will use the same materials, finishes, and strength of the structures.
 - 9.13.7. The designer normally would specify a certain type of material and finish that they're familiar with and that they've worked with and know that would last 20 years.
 - 9.13.7.1. They usually say this material or better in the construction drawings and bid documents.
 - 9.13.7.2. They give that option and provide a benchmark.



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- 9.13.8. The cost was around \$700K for these two designs.
- 9.13.9. EVP Reiher has the capacity and background.
- 9.13.10. Beca designed the College's Master Plan and we're trying to complete the Master Plan.
- 9.13.11. These were concepts already designed by Beca for the two buildings and it's a matter of finalizing this, if we were to bring outside consultants it would be starting from the beginning.
- 9.13.12. Chair Relang: Taking into consideration things that may not have been considered in the previous designings. EVP Reiher to convey these notes back to Beca. We're deferring the approval for our special meeting to get a response from Beca.

This has been deferred to a Special Board Meeting awaiting more clarification from Beca. (1) take into consideration the RMI Building code. (2) Recommendation of the two elevators for the building: one lift at the end of the Student Center and the other at the end by the Nursing Clinic in the Learning Center building.

10. MATTERS FOR INFORMATION

- 10.1. Proposed Fees for Replacement Diplomas and Certificates and for Purchasing Graduation Regalia - July 2022
 - 10.1.1. VPASA presented the proposed fees. These are fees to fulfill the gap because we did not have an existing fee in place when a student needed to replace a degree or diploma or if the student would like to purchase their graduating cap and gown.

11. BOR REQUESTS FOR FUTURE ITEMS AND INFORMATION

- 11.1. September Board Meeting:
 - 11.1.1. Approval of the Overall budget
 - 11.1.2. President's Evaluation - Presentation
- 11.2. Executive Session:
 - 11.2.1. Self-assessment
 - 11.2.2. Selection Chair/Vice Chair
 - 11.2.3. President's Evaluation - Discussion

12. EXECUTIVE SESSION

Meeting adjourned @ 3:33 PM



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Reviewed & Approved by

Kathryn Relang
Chair, Board of Regents

September 12, 2022

Date approved