



CMI

BOARD OF REGENTS

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258
Uluga Campus

Tel: (692) 625-3394/3291/4931
Fax: (692) 625-7203
Email: bor.regents@cmi.edu

Special Board of Regents Minutes - Approved March 8, 2022

Members Present

Chairperson Kathryn Relang
Regent Kino Kabua
Regent Lone deBrum

Vice-Chair Harden Lelet
Regent Marie Maddison
Regent Stiffney Paul

Regent Julius Lucky
Student Regent Christian E. Nipp

Member Absent/Excused

Regent Salome Andrike

Regent Helmer Lang

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
Stanley Lorennij, Vice President for Land Grant
Business Office Staff
Kelly Sebastian, Executive Officer/Executive Secretary for the CMI Board of Regents (ESBOR)

The meeting was called to order @ 9:05 AM

Agenda Items

1. Roll call and call to order
2. Approval of the Agenda
3. Approvals
 - 3.1. Finance Wapepe
 - 3.2. Certificate of Completion in Automotive Service Technology
 - 3.2.1. Resolution to Approve the Certificate of Completion in Automotive Service Technology Program to be Offered on Kwajalein Atoll
 - 3.3. Registration Policy No. 330
 - 3.3.1. Resolution to Approve the Revised Policy 330: Registration
4. Matters for information
 - 4.1. Santo Opening
 - 4.2. Audit Update
 - 4.3. Membership



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Minutes

1. ROLL CALL AND CALL TO ORDER

VPLG opened the BOR meeting with a prayer, then Chair Relang called the meeting to order at 9:05 am.

2. APPROVAL OF THE AGENDA

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

3. APPROVAL

3.1. Finance Wapepe

- 3.1.1. EVP and VPBAA presented the overview of the Finance Wapepe, the outcomes, the sub-outcomes, the activities, and the KPIs.
 - 3.1.1.1. OUTCOME AREA 1: Structural Development of CMI for improved long-range financial planning.
 - 1. KPI #1 is for the whole College.
 - 2. KPI #2 and #3 are closely linked.
 - 3.1.1.2. OUTCOME AREA 2: Enhanced Financial Planning Systems and Processes.
 - 3.1.1.3. OUTCOME AREA 3: Building Personnel Capacity for Finance Functions.
- 3.1.2. All the 6 Wapepes feed down to the Strategic Plan.
- 3.1.3. Asana will be used as a monitoring system for this.
- 3.1.4. The whole wapepes are a monitoring system.
- 3.1.5. Resolution to Approve: Finance Wapepe

Regent Kabua moved to approve the Finance Wapepe. Regent Lucky seconded the motion. The motion was unanimously approved.

3.2. Certificate of Completion in Automotive Service Technology

- 3.2.1. VPASA presented the CC Automotive Service Technology program curriculum. And subject to the substantive Change with the ACCJC, CMI hopes to commence implementation in the Fall Semester 2022.
 - 3.2.1.1. The curriculum for the program is based on a curriculum shared by Guam Community College and has been adapted with permission. The GCC curriculum has been found to be successful in training Automotive technicians.
 - 3.2.1.2. The CMI program will take 4 semesters to complete: the 33 credit certificate will prepare graduates to enter directly into employment or, if already in the workforce, into better employment.
 - 3.2.1.3. CMI has a plan to develop the Certificate into an Associates degree - but this is not yet in place.



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- 3.2.1.4. Human resources: AUTO courses will initially be taught by adjunct instructors drawn from CMI's employer partners.
- 3.2.1.5. Physical resources: Until such time as CMI is able to build its own facility, the facilities at Public Works will be used for practical, hands-on instruction within this program. A Memorandum of Agreement has been prepared for the use of KADA facilities.
- 3.2.1.6. Regent Lucky asked if centers in Wotje and Jaluit will be able to benefit from this program. VPASA responded that much would depend on demand and the ability to secure appropriate facilities
- 3.2.1.7. The ACCJC Substantive Change process:
 - 1. The request is required for the new program and new location.
 - 2. Once the requested document is submitted to ACCJC by VPASA, a response will be received within a week, together with the appropriate template to use.
 - 3. ACCJC requests submissions 30 days before the Commission's Substantive Changes Meeting, which is scheduled for late May. Targeting April 24 to turn these in.
- 3.2.2. Resolution to Approve the Certificate of Completion in Automotive Service Technology Program to be Offered on Kwajalein Atoll

Regent Kabua moved to approve the Certificate of Completion in Automotive Service Technology. Regent Maddison seconded the motion. The motion was unanimously approved.

3.3. Registration Policy No. 330

- 3.3.1. VPASA presented the revision to the Registration Policy.
 - 3.3.1.1. Add/Drop Period: A timeframe from the first day of instruction and defined in the academic calendar within which students may continue to add and drop classes without penalty or record on their transcript.
- 3.3.2. Resolution to Approve the Revised Policy 330: Registration

Student Regent moved to approve the revision of the Registration Policy. Regent Kabua seconded the motion. The motion was unanimously approved.

4. MATTERS FOR INFORMATION

4.1. Santo Opening

- 4.1.1. The trip to Santo for the blessing of the CMI DE Center and NTA towers has been postponed. No new dates have been confirmed.
- 4.1.2. CMI will make a courtesy visit to Irooj Michael Kabua on Thursday to discuss the work planned to do on Ebeye Kwajalein.
- 4.1.3. We have also considered a virtual event.
- 4.1.4. In the meantime, we will standby for information from Lanny Kabua, and will appreciate insights from Regent Lelet, and Elmi Keju.



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4.2. Audit Update

- 4.2.1. VPBAA reported the status of his work with the auditors to finalize the 2020 audit, specifically the MD&A and the prior year audit finding progress updates.
- 4.2.2. For the RMI government national audit, the Financial Statement(FS) of the College's FY20 audit reports will be provided to the government by the auditors. The auditors are currently working on the submission.
 - 4.2.2.1. VPBAA indicated he will follow up with the external auditors if the government has received the College's FS.
- 4.2.3. This week we should have both the financial and compliance submitted to the U.S. clearinghouse and also to the Department of Education.
- 4.2.4. To expedite the 2021 Audit schedule, CMI has moved 80% of our documents online (using 2- Filing Cabinet) to avoid those issues encountered during the FY20 audit fieldwork.
- 4.2.5. The financial outcome will be provided in detail at the regular meeting on March 18, 2022.
 - 4.2.5.1. The College's overall financial health improved compared to FY19, VPBAA will project the financial data as well as prior year findings (from 2016 to 2020) using the ASANA system.

4.3. Membership of the Board of Regents

- 4.3.1. Chair Relang reminded the Board of the notice given at the December meeting regarding the resignation of Regent Wase. This was conveyed to the Minister and Cabinet on February 26.
 - 4.3.1.1. Cabinet will select the name. Suggestions were discussed.
- 4.3.2. VPBAA will draft up the Cabinet Paper and attach CVs.

5. BOR REQUESTS FOR FUTURE ITEMS AND INFORMATION

- 5.1. Summary report of the COVID Fundings (Government and U.S.)
 - 5.1.1. Where it's gone and the timeframe of the complete expenditure.
- 5.2. Information/Updates:
 - 5.2.1. CMI Foundation Day - will be presented at the 18th Meeting.
 - 5.2.2. MOU between NDC and the College for the use of Arrak and future use, Regent Kabua provided a second copy of them.
 - 5.2.3. Status of the Students living in the hotel.
 - 5.2.3.1. Uluga - end of July.
 - 5.2.3.2. Arrak - end of December.
- 6. The President and VPBAA have recommended a resolution to our investment firm to divest from Russian resulting from the situation in Ukraine. RMI's statement regarding the situation in Ukraine has been shared by Regent Kabua for our information and preparation to entertain our resolution for divesting.



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- 6.1. The Board agreed in principle and recommended the College seek advice from Frank Armstrong regarding Wealth Enhancement Group's position, and also to look at the RMI Government's official statement and reflect its language in the Resolution. Regent Kabua will forward the statements.
- 6.2. The consideration of the revised Resolution is deferred to the March 18th Meeting
7. CMI is applying for its own EDF11 grant to support the seawall project and other infrastructure projects.

Meeting adjourned @ 10:35 AM

Next Meeting: March 18, 2022 @ 9am

Scribe

Kelly Luce Sebastian,
Recording Secretary

Reviewed & Approved by

Harden Lelet
Vice-Chair, Board of Regents

March 18, 2022

Date approved