



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

Regular Board of Regents Minutes - Approved December 5, 2023

Members Present

Chairperson Kathryn Relang
Regent Kino Kabua
Regent Marie Maddison

Vice-Chair Harden Lelet
Regent Benjamin Wakefield
Regent Salome Andrike

Regent Julius Lucky
Proxy Student Regent Tristen Zebedy- Horiuchi

Member Absent/Excused

Regent Yolanda Lodge-Ned

Regent Nimata Nakamura

CMI employees in attendance:

Dr. Elizabeth Switaj, Interim President

Stevenson Kotton, Vice President for Administrative and Business Affairs

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

The meeting was called to order @ 9:20 AM

Agenda Items

1. Opening prayer & Roll call and call to order
2. Approval of the Agenda
3. Reviewed Online - BOR meeting minutes
 - 3.1. 230816 BOR Minutes
 - 3.2. 230919 BOR Minutes
4. Board Chair Report
 - 4.1. 2023 APAFS Fiduciary Conference
5. Student Story
6. Interim President's & Accreditation Update
7. Standing Committee Reports
8. Report and Recommendations/Approvals/Action
 - 8.1. A Resolution to Extend the Current Strategic Plan and the Associated Wappepe Plans to the End of 2024
 - 8.2. Public Complaints Policy 612
 - 8.2.1. Policy
 - 8.2.2. Resolution
 - 8.3. Social Justice, Diversity and Inclusion Policy 120
 - 8.3.1. Policy
 - 8.3.2. Resolution
 - 8.4. Accommodations for Students with Disabilities Policy 346



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- 8.4.1. Policy
 - 8.4.2. Resolution
- 8.5. Credit Hour Policy 383
 - 8.5.1. Policy
 - 8.5.2. Resolution
- 8.6. High School Equivalency Programs Grades and Grading Policy 391
 - 8.6.1. Policy
 - 8.6.2. Resolution
- 8.7. High School Equivalency Programs Graduation Policy 397
 - 8.7.1. Policy
 - 8.7.2. Resolution
- 8.8. Presidential Search Committee
- 9. Matters for information
 - 9.1. CMI's Christmas Party - December 11, 2023
 - 9.2. CMI campus closure - December 12, 2023 - January 2, 2024
 - 9.3. ACCJC Commission Meeting Open Session - January 11, 2024 at 7 am (MHT)
 - 9.4. Raffle
 - 9.5. 2024 National Legislative Summit (February 4 -7, 2024: Washington, D.c.)
- 10. BOR request for future items and information
- 11. Executive Session
 - 11.1. President's Annual Performance Evaluation

Minutes

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

Chair Relang commenced the BOR meeting with a moment of silence, followed by officially calling the meeting to order at 9:20 AM.

2. APPROVAL OF THE AGENDA

Regent Lucky made a motion to approve the Board's Agenda. Vice-Chair Lelet seconded the motion. The motion was unanimously approved.

3. REVIEW OF THE LAST BOR MEETING MINUTES

- 3.1. The minutes for the BOR meetings held on August 23, 2016, and September 19, 2019, were [approved](#) via email.

4. BOARD CHAIR REPORT

- 4.1. Chair Relang reported that Regent Stiffney Paul has resigned since she moved to Majuro and she has provided 2 recommendations: Sonia Tagoilelagi (works at IOM on Ebeye) and Ramanty Chong Gum.
 - 4.1.1. Regent Lucky recommended Odrikawa Jatios.
- 4.2. Chair Relang reported that due to our inability to attend the ACCT Leadership Congress (October 9 - 12, Las Vegas), ACCT has transferred the funds to two other events: the 2024 National Legislative Summit (February 4 -7, 2024 - Washington, DC) and the 2024



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Governance Leadership Institute (March 20 – 22, 2024 - Long Beach City College in Long Beach, California).

- 4.2.1. Chair Relang and Regent Kabua have opted to transfer their credit to the National Legislative Summit.
- 4.2.2. Chair inquired about the possibility of transferring Kelly and the late President's credit to the Governance Leadership Institute.
- 4.2.3. Additionally, the Chair highlighted that in the event the President's position is vacant, the Interim President will participate in lobbying and garnering support at the National Legislative Summit.
- 4.3. Chair Relang reported on the 2023 APAFS Fiduciary Conference that she attended in the Philippines.
 - 4.3.1. The masterclass, led by a military-background instructor, emphasized leadership principles derived from both nature and nurture, focusing on self-cultivation for their application. Discussions also covered brain functionality and its role in implementing effective leadership strategies.

BEHAVIORAL GOVERNANCE



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- 4.3.2. In the current situation and moving forward, what kind of leaders are we as board members for this institution? Compassionate, with character, courage, authenticity, aligned with the mission and goals of the institution, adaptive, and



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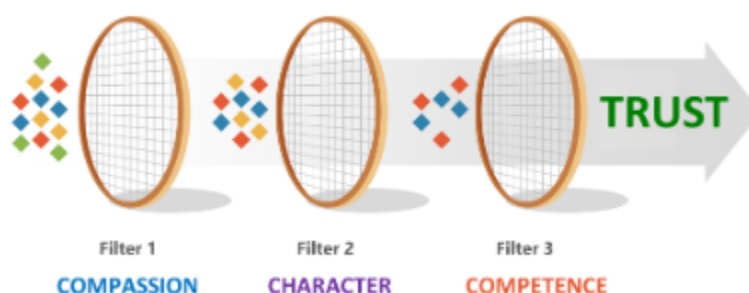
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accountable to those who selected us for this board and the people who entrusted us to these positions

- 4.3.3. The instructor highlighted that there are three primary keys to building trust: Compassion, Character, and Competence



- 4.3.4. The other course Chair Relang attended was specific on investments, delving into understanding markets, geopolitics, stocks, bonds, mergers, and various aspects of investing, relevant for both new and experienced board members due to CMI's extensive investments and management of compact funds, entailing various rules and regulations.

- 4.3.4.1. Chair Relang suggested that we make this mandatory for new incoming members, or at least members who have a few more years left in their term on this board, with priority given to the Standing Committee members of the Finance Risk and Audit.
- So that the committee can advise and provide recommendations to the board.

- 4.4. Chair Relang also reported that we were able to meet up with the other community colleges: COM FSM, Guam Community College, Marianas College, and Palau Community College to look at our Micronesian College Board By-Laws, and it's going through its final review and should be finalized within the next month.
- 4.4.1. In February, the Northern Marianas College invited the Governance Leadership Institution of ACCT to CNMI to conduct their conference exclusively for our region during the first week of February. Board members who may wish to attend, including the Interim President and Student Regent, are encouraged.
- 4.5. Chair Relang reported that the Land Grant Board Meeting is scheduled to take place in the Marshall Islands in January. The new VPLG will be in place by then.
- 4.6. Vice-Chair Lelet reported that he went through the same workshop and it was overwhelming. We have to be trained, and it's something that we should recommend, regarding how you deal with offshore investment, and being a good leader. He affirmed and concurred with all that Chair mentioned.



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- 4.7. Chair reported that VPBAA Kotton has been discussing with the organizers of APAFS, and MIDB Managing Director Dwight has also been engaging with them to potentially bring APAFS or some of its courses to Majuro, aiming for higher attendance.
- 4.7.1. To make this possible in 2024, it's suggested that this board, the MIDB board, and other attending boards collaborate and coordinate efforts.
- 4.8. VPBAA Kotton reported that Don and Roland will assist in finding a writer for the comprehensive investment policy, which will guide us in seeking money managers. The aim is to diversify investments into managers from APAFS, ensuring annual meetings and clearer, more detailed projections for better transparency and understanding compared to other money managers.
- 4.8.1. The training in February or March will depend on the Marshall team securing the site and dates, planning to convene a meeting after New Year with all involved parties to finalize logistics and ensure all Marshallese board members can participate.

5. STUDENT STORY

- 5.1. Chair highlighted the initiation of the student story last year, aiming to enhance the student voice in board meetings and encourage direct communication from students about relevant matters pertaining to college policies, both positive and negative.
- 5.2. The Student Story was shared by Joseph Pasco, a first-year student studying Nursing with certificates in Public Health and Marine Science, also a resident
- 5.3. Adjusting to CMI's education from a different country and curriculum has been challenging, particularly due to the packed schedule in the Philippines, where classes span from 7 AM to 5 or 6 PM and cover numerous subjects per semester.
- 5.4. It was difficult because the courses here are easier, and I'm used to being challenged. But when I came here, instead of upgrading, I feel like I'm downgrading.
- 5.5. Faculty and staff are nice.
- 5.6. A first-time student initially ineligible for work-study but got hired by IR as a data encoder and assisting faculty, experiencing a payroll error and financial shortfall due to insufficient Pell funds. Resigned from IR to shift his focus towards studies.
- 5.6.1. Vice-Regent Lelet mentioned that, as a parent, he also hears these concerns from his kids about things not being explained.
- 5.6.2. Interim President reported that she doesn't think anybody has informally done a grievance but we hired an alumni to FABS to be the specialist for explaining accounts to the student.
- 5.6.3. Chair Relang mentioned that any issues should be formally reported in writing and recorded.
- 5.6.4. Interim President reported that she doesn't think anybody has informally done a grievance, but we hired an alumni to FABS to be the specialist for explaining accounts to the student.
- 5.6.5. VPBAA Kotton highlighted that the FABS issue stemmed from a miscommunication between students and staff. Per college policy, when students enrolled in the work-study program owe money, the college retains the right to



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- deduct these amounts from their earnings as initially outlined in the program's inception. This is the same concept with all other institutions across the U.S.
- 5.6.6. VPBAA Kotton indicated receiving invitations to the President's Meeting with Student Leaders for significant concerns and when the SGA requests a Student General Assembly.
 - 5.6.6.1. He emphasized the importance of clear communication from the FABS team and highlighted ongoing challenges in ensuring consistent messaging across all levels of the college.
 - 5.6.6.2. The work-study program is designed for individuals facing financial burdens due to outstanding balances accrued with the college.
- 5.7. Joseph faced a lump sum of outstanding fees hindering his registration; Jimmy from FABS explained that he needed to work to settle the outstanding amount before being able to enroll.
 - 5.7.1. VPBAA Kotton clarified that the process is automated within the system: to finalize their registration, students are required to visit the financial aid office for assistance, whether through scholarships, Pell Grants, or opting for the college's work-study program if they wish to continue with CMI.
 - 5.7.2. VPBAA Kotton extended assistance in case no one from FABS could provide comprehensive clarification.
- 5.8. VPBAA Kotton conveyed that Jimmy reported continuous instances where students either refuse to heed his guidance or are unwilling to acknowledge their owed fees due to academic performance.
 - 5.8.1. Additionally, he emphasized the necessity for enhanced educational efforts by the FABS team in collaboration with Meyar.
 - 5.8.2. Chair Relang urged us to exercise patience and open-mindedness regarding the situation, emphasizing the importance of assuming the possibility of missing information in our assessments
 - 5.8.2.1. Chair Relang suggested creating a flier for frequently asked questions to address any recurring inquiries efficiently.

6. INTERIM PRESIDENT'S & ACCREDITATION UPDATE

- 6.1. Interim President Switaj presented and respectfully referred Regents to the detailed report in the folder for the meeting and happy to entertain questions: [PRESIDENT & SLT Qtr 3 Presentation](#)
 - 6.1.1. Interim President Switaj reported the 4th quarter report to the Board.
 - 6.1.1.1. Currently, our fall enrollment has decreased by 27%, with 1,011 total students, including 267 new students, marking a 10% decline from last year.
 - Our full-time equivalent is 737, down by 14%, primarily attributed to decreased retention, expected due to the post-COVID border reopening.
 - Despite this decline, the positive aspect lies in the remaining students taking more courses, enhancing the prospects of completion.



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- The typical CMI student profile includes a single female Marshallese graduate from Marshall Islands high school pursuing full-time Liberal Arts studies at Uluga campus, with 13 students in Jaluit, 20 in Wotje, and 5 in Kwajalein.
- 6.1.1.2. The current strategic plan progress, 49% of tasks are completed, with some categorized as failed due to irrelevance or unachievable external factors.
 - Additionally, there are deferred tasks possibly included in the subsequent plan.
 - To address the impending conclusion of 2023 without establishing a new plan, there's a proposed resolution to extend the current strategic plan until the end of 2024, ensuring continuity while planning for the next phase.
- 6.1.1.3. Moving forward with the 2023 proposed revision - The first meeting in the next year will confirm any adjustments to the METO and outline the Wappepe plans, followed by a subsequent meeting presenting the draft Wappepe and providing updates. The third meeting will aim to finalize these plans, leading to the fourth meeting where the ultimate strategic plan will be presented.
- 6.1.1.4. In the upcoming semester, we'll be focusing on reviewing and revising our institutional student learning outcomes, which have been unchanged since 2011.
 - These outcomes define the skills we expect students to possess upon graduation, irrespective of their program, and discussions have commenced at the last college retreat, with plans for further engagements with internal and external stakeholders.
- 6.1.1.5. In terms of accreditation, while in my role, Cheryl will serve as the interim Accreditation Liaison Officer, as ACCJC requires separation between the President's role and the ALO role.
 - Our focus remains on preparing for the 2025 midterm report (March), utilizing a new template that emphasizes completing our improvement plans from the ISER and addressing recommendations, with 10 out of 14 activities (some of these are the self improvement plans that we came up with) completed and 4 in progress.
 - The outstanding item from the visiting team relates to the storage of student records, and we've established a process for digitizing and updating these records. However, we're currently focused on crafting a robust policy for the retention and destruction of records.
 - ACCJC gathering input for revision to strategic plan via survey and listening sessions at accjc.org.
 - ACCJC Commission Meeting January 11 at 7 am (MHT).



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- 6.1.1.6. We have updates on our new plan and proposed programs. Specifically, the two certificates in Kwajalein have faced challenges in getting students enrolled, despite enthusiastic support from our base partners (Vectors) who have provided time off for paperwork completion.
- It appears that the primary challenge revolves around issues related to motivation.
 - Regent Lelet mentioned Ricky Raymond's efforts to involve CMI Campus in the transition, noting that Vectors have been facing challenges in adapting.
 - They're being granted time off work to attend classes and complete paperwork. The campus director, who's fairly new, is heavily involved in organizing resources, including potential tutoring, and considering an 8-week class model to alleviate the strain of a full 16-week course on student motivation. Additionally, the institution is in the process of hiring an assistant coordinator/ABE instructor.
 - Ricky has been intensifying efforts and actively integrating this initiative.
 - The challenge is the current physical location, center being kind of hidden back from the road. It doesn't get the visibility that we might like. once we get those plans underway to really create the campus. I think that in itself will attract more people.
 - The challenge lies in the current physical location, which is somewhat hidden from the road, impacting its visibility. However, once we initiate plans to develop the campus, I believe it will naturally attract more individuals.
 - AS-Agroforestry EHSL: 5 AGF courses offered this fall, plus applicable courses from other departments such as AGR 101; 8 students list this certificate as their.
 - Maritime Certificates: initial courses offered this semester, faculty for specialized courses anticipated to start in spring.
 - In the planning phase: AS Information Technology + certifications & AA Marshallese Studies.
 - In marine science, enrollment remains a challenge as students are registering for the major but encountering difficulties in enrolling in the specific courses. Efforts are underway to address this issue.
 - ABE Expansion to Likiep & Namu - MOU signed.
- 6.1.1.7. Updates on our college readiness efforts: we've signed an MOU with SDA.
- The initial group of students from this partnership will join next fall, and a similar English bridge program, akin to the math transition in public schools starting next fall, anticipates its first students at CMI in 2025.



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- SDA marks the first private school collaboration, and having a faculty member on their board has proven beneficial for our partnership.
 - There is available space if other private schools are interested.
- 6.1.1.8. We've reached an agreement with the Ministry of Health to ensure every skill in our clinical checklist is verified by both a CMI faculty member and a nursing staff member.
 - Additionally, we're finalizing a memorandum to enable graduates to enter a probationary contract right after graduation, beginning with a 3-month probation period before transitioning into regular employment based on demonstrated skills.
 - There was a discussion about providing Nursing courses locally through UH Manoa, but the challenge lies in getting the ASN graduates to ERN. They need to pass the Nclex or acquire certification within their working jurisdiction, which usually happens after a certain period of employment, hindering immediate certification by the local nursing board.
 - We're continuing to progress towards that pathway. Additionally, we're enhancing our nursing program through new faculty hires and aspiring ultimately to establish a BSN program as our long-term objective
- 6.1.1.9. Recruitment Updates:
 - Appointed: Director of Financial Aid (currently in position), Dean of Student Success (documentation in process with immigration), VP Land Grant (commencing Jan. 1), and Faculty positions in Maritime (2) and Nursing (2) (beginning in spring).
 - To Be Posted: FABS Director & Internal Auditor.
- 6.1.1.10. Land Grant Updates:
 - A research trip to Aelok was conducted for Makmok Starch production within the Food Technology Unit.
 - The first batch of coconut flour was produced in September.
 - Five households in Aenkan received training in seaweed fertilizer and clam hybrid breeding methods.
 - Dr. Adedayo Ogunmokun has accepted the VPLG post and will commence in January.
 - The Land Grant Board Meeting at CMI is scheduled for January 16-17.
 - The offer was extended to the recommended individual, but there have been no updates since then.

7. STANDING COMMITTEE REPORTS

7.1. Finance/Risk Assessment/Audit Committee

- 7.1.1. Chair Relang reported on the Finance/Risk Assessment/Audit Committee presentation:



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- 7.1.1.1. For the fiscal year 2020-21, the financial audit phase is finished; we're now addressing compliance matters and aiming to conclude by December.
 - The Finance Committee will convene with Stevenson on Monday to address discrepancies in requested information by auditors, which might stem from prior misunderstandings between CMI and the audit team.
- 7.1.1.2. The 21-22 trial balances and audits are slated for submission to external auditors by December 11th, aiming to finalize our 2020 and 2023 fiscal years by late January 2024, pending auditor feedback and the Business Office's timely submissions.
 - With the FABS director leaving, Stevenson will need to channel more effort into downstairs operations.
 - Stevenson often had to track and manage tasks assigned to others who couldn't handle them at their level or were left unfinished. Due to my persistent reminders, he ended up taking on these tasks himself just to ensure completion.
- 7.1.1.3. VPBAA Kotton reported that the SEFA schedule included training Lina, Valyn, and recently Hatty, who now oversees all CMI Grants and SEFA reporting for the audit.
 - VPBAA Kotton's involvement is continuous coaching, ensuring accuracy in reports, and proper placement of bookings, a time-consuming task due to the need for human training.
 - These challenges prompt considerations for decentralization in both reporting and report management, as responsibilities are transitioning from the business office to other areas, particularly in Grant reporting.
 - The task involves collaborating closely with both Valen and Lina to handle the trial balances, focusing on closing and reconciling them with the opening balance of the current fiscal year, derived from the audited closing numbers of the previous year.
 - The latest initiative we're undertaking this year, something we've slowly implemented with other departments more experienced in this, is training them to close out their own PO's and TA's instead of relying on the business office.
 - This decentralization aims to streamline the process, with the business auditor reviewing, clarifying, and then posting, making the process faster for 2023.
 - Chair Relang highlighted that the system operates through centralization.
- 7.1.1.4. Chair Relang conveyed that CMI operates on an internal general fund encompassing tuition fees and other service charges, projecting a revenue collection of 2.2 million for this fiscal year.



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- 7.1.1.5. CMI's RMI General Fund, which supports other general expenses, has a projected funding of 422,562, however, the money from the government hasn't been received yet.
 - The Memorandum of Agreement (MOA) hasn't been signed yet.
 - We've received the Memorandum of Agreement (MOA) for the General Fund and Compact, signed by the President and Minister. While the money for the Compact has been released (\$500,082), the funds for the General Fund are pending.
- 7.1.1.6. Our financial management and reporting framework, as previously discussed in a past board meeting, outlining the financial structure and the systems developed on the right to enhance financial management and reporting practices.
 - On the left, items yet to be fully developed relate to future planning and projection, with the team aiming to address these in the spring semester, taking into account the comprehensive procurement guidelines manual.
- 7.1.1.7. Our annual revenue projection, detailing funds from tuition and collected fees supporting departments.
 - The table outlines student numbers for 2023 and subsequent projections for the next five years until 2028, correlating anticipated student counts with expected financial gains.
 - Dr. Elizabeth reported on student numbers, and as discussed with Stevenson last night, the increased mobility post-COVID needs consideration in our projections, with students having more flexibility to pursue education off-island.
 - This projection focuses solely on one academic department, specifically the STEM department.
- 7.1.1.8. The average faculty salary is \$2,774, but the minimum is \$28,500 to prevent under-budgeting as the rule is to never underestimate expenditures.
 - Budgeting for the position, rather than the individual, helps avoid situations where hiring a less experienced instructor could exhaust funds allocated for the role.
- 7.1.1.9. Reviewing the restricted and unrestricted budget plan for 2023 and the next five years, the base budget, focusing on the restricted and unrestricted components, shows total restricted revenue at 2.1 million and total unrestricted revenue at 8.2 million
- 7.1.1.10. VPBAA Kotton mentioned that the 5-year rolling budget is now integrated into the MIP system.
 - This allows the Budget Committee to incorporate it into their annual budgeting process, aligning projections and schedules at the departmental level accordingly.
- 7.1.1.11. We anticipate a reduction in subsidies compared to previous amounts.



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- In that case, we plan to supplement it from CMI's existing general fund to cover the shortfall.
- 7.1.1.12. VPBAA Kotton proposed presenting the last five years' projections alongside the actual figures at the upcoming board meeting.
- 7.1.1.13. Chair Relang reported on the Investment Portfolio:
 - Endowment Fund: Following the decline during the initial phase of Covid, the market performed poorly, resulting in losses, but starting early this year, we're observing a significant rebound surpassing pre-Covid numbers. The endowment, an offshore fund.
 - Maintenance Fund & Contingency Fund: the funds maintained with the Bank of Marshall Islands, TCD, where consistent contributions have prevented any decrease.
- 7.1.1.14. VPBAA Kotton highlighted that the 2023 goal of 3M fell short due to market fluctuations, undershooting the fiscal 4M target.
 - He's analyzing this for the upcoming board meeting, suggesting a heightened commitment to the endowment to mitigate market fluctuations and realign with the institution's goals.
- 7.1.1.15. VPBAA Kotton mentioned that currently, there are no shares with MISCO, MISSA, or BOMI, and he does not advocate purchasing any shares at this time.
- 7.1.1.16. VPBAA Kotton highlighted Phillip's approach in Rhode Island, where he significantly increased a fund to 700 million within 5 years by utilizing a 35 million trust fund lent to the government for rapid project construction, leading to exponential growth.
 - VPBAAKotton suggested a similar strategy for the projects on hold at Kwajalein, proposing consolidating them into one substantial funding to Kwajalein, expecting repayment within 5 years
 - The successful concept implemented in Rhode Island has been recognized and awarded three times for its effectiveness and achievements.
- 7.1.1.17. Chair Relang noted a suggestion from APAFS that due to our small size, it's advisable to avoid riskier investments to prevent potential financial exposure if losses occur, hence our focus on low-risk ventures despite some volatility, resulting in moderate returns.
- 7.1.1.18. VPBAA Kotton mentioned that upon his return, he'll search for the document containing the investment policy guidelines.
 - The fund managers are obligated to adhere to our investment guidelines for divestment while making investment decisions on our behalf.
- 7.1.1.19. Chair Relang suggested that Frank (Investor Solution) deliver a presentation and furnish a written report in the regular board meetings.



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8. REPORT AND RECOMMENDATIONS/APPROVALS

- 8.1. A Resolution to Extend the Current Strategic Plan and the Associated Wappepe Plans to the End of 2024
 - 8.1.1. The Interim President reported that the first agenda item discussed was the resolution to extend the existing strategic plan and its associated work until the end of 2024, as previously mentioned in the report.
 - 8.1.2. Chair Relang highlighted our initial intention to finalize the strategic plan this year but due to necessary revisions, we're proposing an extension until the end of 2024.
 - 8.1.3. Interim President reported regarding the strategic plan, this is only the second time we've undertaken it in this manner, so it's a new experience for us. It's not just about incomplete plans; it's also about taking the time to review what might roll over, especially with our limited Senior Leadership Team capacity to guide the college community through this upcoming planning cycle.
 - 8.1.4. VPBAA Kotton added that moving our timeline by a year was initially to allow ample time, realizing our approach to strategic and master plans had too many disconnected plans that needed better articulation. We're streamlining and connecting these plans for more coherence.
 - 8.1.5. Chair Relang highlighted that while some organizations extend their strategic plans, it's essential for us to assess our structure and focus on developing a new one.

Regent Kabua moved to approve the resolution to Extend the Current Strategic Plan and the Associated Wappepe Plans to the End of 2024 with the revisions and the reordering of the clauses. Vice Chair Lelet and Regent Andrike seconded the motion. The motion was approved.

- 8.2. Public Complaints Policy 612
 - 8.2.1. The Interim President mentioned that this aligns with one of the policies set for a second read at the ACCJC open session in January, emphasizing the necessity for a public complaint policy as required.
 - 8.2.2. Initially, these complaints would be directed to the Community Liaison Protocol Officer.
 - 8.2.3. The retention of the record depends on the nature of the document or information contained within it.

Regent Kabua moved to approve the New Policy # 612 Public Complaints Resolution. Vice Chair Lelet seconded the motion. The motion was approved.

- 8.3. Social Justice, Diversity and Inclusion Policy 120
 - 8.3.1. The Interim President reported that the alignment with ACCJC policy is another important aspect, although their policy doesn't mandate ours.
 - 8.3.1.1. However, we're inclined to sync with their policy, given its significant emphasis within their revised standards.



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Vice Chair Lelet moved to approve the New Policy # 120 Social Justice, Diversity and Inclusion Resolution. Regent Kabua seconded the motion. The motion was approved.

- 8.4. Accommodations for Students with Disabilities Policy 346
 - 8.4.1. The Interim President reported that this was a practice and catalog language existed, but from records, it wasn't a board policy. Meeting legal obligations, it surpasses federal requirements, allowing exceptions for clear disabilities recognizing challenges in obtaining formal diagnoses.
 - 8.4.2. The first bullet point focuses on providing qualified interpreters or alternative effective methods.
 - 8.4.2.1. For instance, with current Dutch students and the unavailability of qualified interpreters on the island, we're exploring alternative solutions such as providing written translations.
 - 8.4.3. Items required by individuals will be furnished accordingly.

Regent Maddison moved to approve the New Policy # 346 Accommodations for Students with Disabilities Resolution via zoom. Regent Kabua seconded the motion. The motion was approved.

- 8.5. Credit Hour Policy 383
 - 8.5.1. The Interim President indicated that we're transitioning from a 48-hour credit to a 45-hour student effort for each credit hour, encompassing both instructional contact and outside class work, ensuring a passing grade's quality.
 - 8.5.2. This change will shorten our semesters by approximately a week, aligning with Federal requirements as we've been previously exceeding the expected hours.
 - 8.5.3. This change is set to take effect starting in the Fall of 2024.
 - 8.5.4. Chair Relang recommended monitoring and reviewing the impact of this change on both faculty and students as we move forward.

Regent Kabua moved to approve the New Policy # 383 Credit Hour Resolution. Regent Lucky seconded the motion. The motion was approved.

- 8.6. High School Equivalency Programs Grades and Grading Policy 391
 - 8.6.1. The Interim President noted that this new policy aligns with our grading standards for college-level courses and fills a gap in policy for our high school equivalency programs.

Regent Maddison moved to approve the New Policy # 391 High School Equivalency Programs Grades and Grading Resolution via zoom. Regent Kabua Seconded the motion. The motion was approved.

- 8.7. High School Equivalency Programs Graduation Policy 397
 - 8.7.1. The Interim President mentioned that this policy parallels the post-secondary graduation policy.



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Regent Kabua moved to approve the New Policy # 397 High School Equivalency Programs Graduation Resolution. Vice Chair Lelet seconded the motion. The motion was approved.

8.8. Presidential Search Committee

8.8.1. Members of the Committee:

- 8.8.1.1. **4 Board:** Chair Kathryn Relang, Regent Kino Kabua, Regent Salome Andrike, and Vice Chair Harden Lelet
- 8.8.1.2. **SLT:** Dr. Elizabeth Switaj and VPBAA Stevenson Kotton
- 8.8.1.3. **SS:** Ruthy Maun
- 8.8.1.4. **FS:** Meitaka Kendall-Lekka
- 8.8.1.5. **SGA:** Tristen Zebedy- Horiuchi
- 8.8.1.6. **Community:** Hirobo Obeketang & Sana Anien

8.8.2. Chair Relang proposed scheduling the first meeting for Friday, December 8, at 9 AM.

The Board has approved the addition of another Regent to the committee to ensure an odd number of members on the Presidential Search Committee.

9. MATTERS FOR INFORMATION

- 9.1. CMI's Christmas Party - December 11, 2023
- 9.2. CMI campus closure - December 12, 2023 - January 2, 2024
- 9.3. [ACCJC Commission Meeting Open Session](#) - January 11, 2024 at 7 am (MHT)
- 9.4. Raffle
 - 9.4.1. The letters for the Raffle sponsors have been delivered.
- 9.5. [2024 National Legislative Summit](#) (February 4 -7, 2024: Washington, D.C.)
 - 9.5.1. Chair Relang reported that the credits from ACCT that we couldn't use will be redirected towards the NLS. If we're still on the board, we'll attend; otherwise, we'll transfer the credits to another identified person.
 - 9.5.2. Chair Relang proposed allocating Kelly and the late President Irene's credits toward the [2024 Governance Leadership Institute](#) (March 20 – 22, 2024 - Long Beach City College in Long Beach, California).

10. BOR REQUESTS FOR FUTURE ITEMS AND INFORMATION

11. EXECUTIVE SESSION

Meeting adjourned @ 12:50 PM



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Scribe

Kelly Luce Sebastian,
Recording Secretary

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Reviewed & Approved by

Kathryn Relang,
Chair, Board of Regents

March 18, 2024

Date Approved