



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 March 18, 2024

Members Present

Chairperson Kathryn Relang

Regent Salome Andrike

Regent Marie Maddison

Vice-Chair Julius Lucky

Regent Benjamin Wakefield

Regent Joe Lomae

Regent Jelton Anjain

Regent Melet Jatios

Proxy Student Regent Tristen Zebedy- Horiuchi

Member Absent/Excused

Regent Kino Kabua

Regent Nimata Nakamura

CMI employees in attendance:

Dr. Elizabeth Switaj, Interim President

Stevenson Kotton, Vice President for Administrative and Business Affairs

Dr. Adedayo Ogunmokun, Vice President for Land Grant

Kelyna Glanry, CMI Student

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

The meeting was called to order @ 9:15 AM

Agenda Items

1. Opening prayer & Roll call and call to order
2. Approval of the Agenda
3. Selection of Vice Chair
4. Reviewed of the last BOR meeting minutes - via online
 - 4.1. 231205 BOR Minutes
 - 4.2. 231222 BOR Minutes
5. Board Chair Report
6. Student Story
7. 2024 ACCT National Legislative Assembly
8. 2024 Pacific Islands Governance Leadership Institute (GLI)
9. President's Report & Accreditation Update
10. Standing Committee Reports
11. Report and Recommendations/Approvals/Action
 - 11.1. Resolution to Declare April Community College Month at CMI
 - 11.2. METO Revision
 - 11.2.1.1. Resolution
 - 11.3. 10.12 Children in the Workplace (New)
 - 11.3.1.1. Resolution



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- 11.4. CMI Governance Policy #112: Policy on Policies (Revised)
 - 11.4.1.1. Resolution
- 11.5. Amendments and revisions to HR policies & Resolution
 - 11.5.1.1. 6.4.1 Housing Policy (Revised)
 - 11.5.1.2. 6.4.1 Housing Security Deposit Policy (Revised)
 - 11.5.1.3. 6.4.2 Transportation Policy (Revised)
 - 11.5.1.4. 7.4 Sick Leave Policy (Revised)
 - 11.5.1.5. 7.6 Personal Leave Policy (Revised)
 - 11.5.1.6. 7.8 Administrative Leave Policy (Revised) & 7.8 A-Revised Administrative Leave Application
 - 11.5.1.7. 7.9 Bereavement Leave Policy (Revised)
 - 11.5.1.8. 7.10 Emergency Leave Policy (Revised)
 - 11.5.1.9. 7.13.4 Leave of Absence without Pay Policy (Revised)
 - 11.5.1.10. 9.1.5 Cessation of Employment Sufficient Notice Policy (Revised)
 - 11.5.1.11. 10.7.4 Internet Usage Policy (Revised)
 - 11.5.1.12. 10.8 Copyright Law Policy (Revised)
 - 11.5.1.13. 10.11 Consultancy Policy (Revised)
12. Matters for information
 - 12.1. IPEDS Data Feedback Report
 - 12.2. Main graduation ceremony May 30, 4 pm
13. BOR request for future items and information
14. Executive Session

Minutes

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

Chair Relang commenced the BOR meeting and asked VPLG Ogunmokun to open the meeting with a prayer, followed by officially calling the meeting to order at 9:15 AM.

Chair Relang welcomed both reappointed and new Board members, noting a recent Board Orientation with plans for another session and the creation of an online orientation package.

2. APPROVAL OF THE AGENDA

Regent Lucky made a motion to approve the Board's Agenda. Regent Maddison seconded the motion. The motion was unanimously approved.

3. SELECTION OF VICE CHAIR

- 3.1. Chair Relang announced the departure of former vice chair Regent Harden Lelet and the immediate focus on selecting a new vice chair, while indicating that the selection for both chair and vice chair positions will occur during the Regular August or September meeting.
- 3.2. Regent Maddison nominated Regent Lucky, which was seconded by Regent Wakefield, followed by Regent Andrike's motion to close the nominations, seconded by Regent Maddison.



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4. REVIEW OF THE LAST BOR MEETING MINUTES

- 4.1. The minutes for the BOR meetings held on December 05, 2023, and December 22, 2023, were [approved](#) via email.

5. BOARD CHAIR REPORT

- 5.1. Chair Relang provided an update on the Presidential search work.
 - 5.1.1. The application process is closed, and Stanton Chase is currently reviewing all applications.
 - 5.1.2. Stanton Chase is conducting short interviews with qualified candidates.
 - 5.1.3. There are almost or slightly over 20 applicants, but only a handful have the qualifications on paper.
 - 5.1.4. Updates from Stanton Chase are expected later in the week.
 - 5.1.5. The Presidential Search Committee will review these updates and collaborate with Stanton Chase for the next phase if necessary.
 - 5.1.6. If there aren't enough qualified candidates to proceed, reopening the position may be considered.
 - 5.1.7. Some candidates have past associations with CMI, raising eligibility issues that will be discussed by Chair Relang, the HR Director, and Dr. Elizabeth before further discussions with Stanton Chase.
 - 5.1.8. In January or early February, discussions were held with Dr. Melinda Nish regarding an interim president.
 - 5.1.9. A potential candidate was considered for the interim role.
 - 5.1.10. The candidate expressed a preference for virtual work and occasional short trips rather than being on-site in Majuro.
 - 5.1.11. This approach was deemed unsuitable, leading to the suspension of the interim president search.
 - 5.1.12. The hope is that the recruitment of a permanent president will enable Dr. Elizabeth to resume her regular duties.
- 5.2. Chair Relang briefly mentioned the Governance Leadership Institute (GLI) and requested detailed reports from attending Board members.
 - 5.2.1. The Pacific Islands College Board, formerly the Micronesian Islands College Board, has been established, with Chair Relang serving as its chairman.
 - 5.2.2. The initiative aims to convene Micronesian college Boards to enhance collaboration and voice in engaging with other community colleges across the United States and the Pacific region.
 - 5.2.3. The focus is on tapping into opportunities and fostering a broader influence.
 - 5.2.4. The group is in its early stages, having recently approved its bylaws, with plans to provide more substantive information and direction in upcoming meetings.
- 5.3. Chair Relang highlighted the need for a review of the CMI board bylaws and the CMI Act.
 - 5.3.1. Board members were encouraged to review the documents available in the Google folder and flag any questions, comments, or outdated sections.



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- 5.3.2. A special meeting will be scheduled specifically for the review of the bylaws and the CMI Act.
- 5.3.3. Members were asked to note any concerns or discrepancies before the special meeting.
- 5.3.4. Those who don't have access to the documents were instructed to inform Chair Relang and Kelly to obtain the necessary links.
- 5.4. Chair Relang informed the board about the upcoming ACCT (Association of Community College Trustee) Conference in October.
 - 5.4.1. Last year, there was an intention to present jointly with the College of Micronesia, FSM, focusing on capacity building and strategic lobbying.
 - 5.4.2. The conference covers topics such as effective board governance, chair and vice-chair roles, student success, and promoting student success.
 - 5.4.3. Typically, 2 to 4 board members attend due to the expense of the event, usually held in major U.S. cities like Seattle.
 - 5.4.4. Opportunities for capacity building will be communicated via email, with slots secured on a first-come, first-serve basis.
 - 5.4.5. A call will soon be put out for attending the ACCT conference, with plans to deliver the postponed presentation this year, involving all attending board members in the presentation to ensure involvement and networking with other community colleges.
 - 5.4.6. Chair Relang mentioned other events attended by various regents, such as the CNMI Governance Leadership Institute and the National Leadership Summit in Washington, DC.
 - 5.4.7. Emphasized that missing one event shouldn't cause concern, as there are multiple events throughout the year.
 - 5.4.8. Ensured that everyone has an opportunity to attend these conferences and events for capacity building and networking purposes.
- 5.5. Chair Relang noted that some Board members have been assigned to Standing Committees, inviting those who may prefer a different committee assignment to communicate their preferences for possible reappointment into another committee:
 - 5.5.1. Strategic Planning Committee - Chairperson & Members:
 - 5.5.1.1. Regent Kabua
 - 5.5.1.2. Regent Wakefield
 - 5.5.1.3. Regent Anjain
 - 5.5.1.4. Interim President/VPASA Dr. Switaj
 - 5.5.1.5. VPLG Ogunmokun
 - 5.5.2. Finance/Risk Assessment/Audit Committee - Chairperson & Members:
 - 5.5.2.1. Chairperson Relang
 - 5.5.2.2. Regent Lucky
 - 5.5.2.3. Regent Andrike
 - 5.5.2.4. Regent Lomae
 - 5.5.2.5. VPBAA Kotton
 - 5.5.3. Academic & Student Affairs Committee - Chairperson & Members
 - 5.5.3.1. Regent Nakamura



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- 5.5.3.2. Regent Maddison
- 5.5.3.3. Regent Jatios
- 5.5.3.4. Student Regent Doulatram
- 5.5.3.5. Interim President/VPASA Dr. Switaj

6. STUDENT STORY

- 6.1. 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.
- 6.2. Proxy Student Regent Horiuchi reported a meticulous selection process ensuring diversity, including considerations for ethnicity and special needs, and highlighted the choice of a student who is not only attending CMI but also a mother.
- 6.3. The Student Story was shared by Kelyna Glanry, a full-time student and mother in her second semester at CMI, who shared her student story during the meeting.
- 6.4. Initially hesitant to speak on student life due to minimal involvement in clubs and activities, she was encouraged by the SGA Vice President to voice her experiences as part of the community.
- 6.5. Graduated high school in 2016 and returned to school in 2023, appreciating CMI's inclusivity and support for students from diverse backgrounds.
- 6.6. CMI's advanced technology allows students to attend classes via Zoom and access course materials on Moodle, facilitating flexibility for unconventional students like herself.
- 6.7. Kelyna praised the passionate and understanding instructors at CMI who assist students in balancing academics with external responsibilities.
- 6.8. Highlighted challenges faced as a student and mother, including the impact of a new parking fee on her ability to maintain her schedule and balance home and school responsibilities.
- 6.9. Kelyna expressed feelings of defeat and frustration regarding the fee:
 - 6.9.1. The email announcing the new parking fee policy gave only one week's notice, adding stress during midterm week.
 - 6.9.2. Due to lack of stable income and reliance on borrowed transportation, the increased parking fees pose financial strain, especially when the car isn't always available.
 - 6.9.3. Despite the college's emphasis on student ownership and engagement, there was a lack of transparent dialogue and student input regarding the decision, with no clear response to concerns raised by the SGA.
- 6.10. While appreciating CMI as an institution ahead of its time, particularly for accommodating adult learners and mothers like herself, Kelyna emphasized the need for improved transparency between the administration and students as an area for potential enhancement.
- 6.11. The Interim President Switaj mentioned the possibility of making corrections to the parking statement and invited the VPBAA to address the issue.
- 6.12. VPBAA Kotton expressed a desire for prior discussion within the EC and Management team regarding the parking fee implementation, indicating it was discussed since the tenure of Late Dr. Irene as President.



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- 6.12.1. Note that the parking fee implementation was not a one-week notice and there were signs posted about it; the management team is considering the best approach for implementation and is comparing fees with other institutions regionally and in the US.
- 6.12.2. Emphasized the need to consider maintenance costs for all capital investments over the next 20 years, ensuring facilities are maintained for current and future students while acknowledging financial challenges faced by the college.
- 6.12.3. Highlighted the financial challenge of the Youth Corp Program and the decreasing general fund, necessitating proper funding for parking spaces and programs.
- 6.12.4. Mentioned a forthcoming presentation at the EC (Executive Council) level to discuss the costs and funding of parking spaces, inviting Kelyna to participate, and noted that for the first time, CMI provided free parking spaces for mothers, and the parking would affect approximately 4% of the population.
- 6.12.5. Stressed the importance of providing equitable costs based on 30 years of study on parking provision.
- 6.13. Interim President Switaj clarified that the parking fee information was shared at the EC, with questions raised, indicating it has been communicated.
 - 6.13.1. Emphasized the need for representatives to effectively relay information back to their communities.
 - 6.13.2. Corrected the parking fee amount, stating it ranges from \$30 to \$75 depending on the selected area, with Zone 6 in front of the residence halls remaining free.
 - 6.13.3. Highlighted the advantage of paid parking, ensuring guaranteed parking during busy periods, while acknowledging the presence of both free and paid parking options.
 - 6.13.4. Expressed concern over inaccurate discussions within the college, deeming it unfortunate.
- 6.14. Chair Relang proposed displaying parking information on screens around campus to promote transparency and ensure all have access to the information.
 - 6.14.1. Expressed support for Kelyna's call for transparency and emphasized the importance of ensuring information reaches everyone.
 - 6.14.2. Encouraged students to reach out to their representatives for more information or clarification on matters discussed, acknowledging the tendency for information to be miscommunicated.
 - 6.14.3. Acknowledged receiving numerous messages regarding parking fees and explained the need for funds to improve facilities across CMI campuses, including plans for a full-fledged campus in Ebeye.
 - 6.14.4. Anticipated the possibility of additional fees in the future but assured efforts to mitigate their impact on students' educational success.
 - 6.14.5. Affirmed commitment to addressing any challenges students may face, emphasizing the importance of ensuring access to education isn't hindered by issues such as parking.
- 6.15. Regent Maddison expressed gratitude to Kelyna for her bravery and willingness to share her story.



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- 6.16. VPBAA Kotton clarified that the parking fee has not been implemented yet and emphasized the need for proper procedure before making any changes, with plans for a general announcement in the newspaper and on social media once finalized.
- 6.17. Chair Relang reported that parking fees will vary across different zones, with specific stalls allocated for individuals with disabilities or pregnant mothers.
- 6.18. Regent Anjain expressed gratitude to Kelyna for sharing her story and encouraging her to study hard.
- 6.19. Chair Relang thanked Kelyna for sharing her stories, acknowledging her contribution to the college community.
- 6.20. Chair Relang thanked Kelyna for sharing her stories, emphasizing the importance of recognizing every student's belonging within the college community, regardless of club involvement, and encouraged them to continue studying diligently.
- 6.21. Chair Relang expressed gratitude to the Proxy Student Regent and anticipated another student story in the May regular meeting, while also asking if the Proxy Student Regent could provide a written document outlining a potential selection process.

7. 2024 ACCT NATIONAL LEGISLATIVE ASSEMBLY

- 7.1. Interim President Switaj presented key learnings from a written report:
 - 7.1.1. The Higher Education Act in the US is up for renewal, with no bipartisan agreement yet, focusing legislative attention on authorization of workforce Pell grants.
 - 7.1.2. New gainful employment rules require reporting income and employment data for Pell Grant-receiving programs, impacting reporting requirements for non-loan programs like CMI.
 - 7.1.3. Opportunities for community college agriculture grants may be included under the main Farm Bill.
 - 7.1.4. New Title IX and transcript withholding rules are expected, while the Kids on Campus initiative matches head start programs with community colleges, potentially aiding in childcare challenges.
- 7.2. Recommendations for future advocacy efforts include:
 - 7.2.1. Working in advance with the RMI Embassy to set up meetings with relevant offices.
 - 7.2.2. Involving the student regent or other SGA officers in the delegation to ensure student representation.
 - 7.2.3. Advocating for the location of Head Start at CMI as the program returns to the RMI under the new Compact.
- 7.3. Chair Relang expressed uncertainty about the specifics of the Early Childhood Development (ECD) program but acknowledged the reintroduction of the Head Start program.
 - 7.3.1. She raised questions about the differences between the Head Start program and the support provided by the compact funds, as well as potential synergies between the two in terms of financial assistance.
- 7.4. VPBAA Kotton reported on the formalization of a financial team for the Ministry of Education, stemming from discussions with PSS regarding the Head Start program and



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the need to compete for grants previously under SEG in the wake of the dissolution of the current compact.

8. 2024 PACIFIC ISLANDS GOVERNANCE LEADERSHIP INSTITUTE (GLI)

- 8.1. Regent Andrike expressed the significance of attending her first conference alongside Regent Wakefield and Regent Lomae, highlighting the importance of trustees' active involvement in colleges, strategic planning, maintenance, and emergency response as key takeaways from the conference.
 - 8.1.1.
- 8.2. Regent Wakefield reported that:
 - 8.2.1. The first day of the Pacific Islands College Board (PICB) conference focused on establishing the bylaws, which were presented during the meeting.
 - 8.2.2. Regent Wakefield expressed a wish to have seen the bylaws before the meeting for better discussion.
 - 8.2.3. The Micronesian Islands College Board was renamed to Pacific Islands College Board to include American Samoa, Manoa (Hawaii), and potentially extend to Fiji for a membership parallel to PPEC.
 - 8.2.4. Training sessions covered topics such as board member responsibilities, protecting management, students, and oneself, providing valuable insights from ACCT and other regents.
 - 8.2.5. Strategic planning and aligning with CMI's mission and vision were emphasized, highlighting the active role of board members in shaping the college's future.
 - 8.2.6. During a workshop with ACCT, a concern was raised about the Pacific Islands being included in the West Coast region on ACCT's regional map.
 - 8.2.6.1. The Chair from CNMI noted that they listed CNMI for a regional award but were not chosen, prompting the examination of the regional map.
 - 8.2.6.2. The map displayed the Pacific region but included West Coast states like California and Oregon, leading to a discussion about having the Pacific Islands in their own region.
 - 8.2.6.3. The ACCT representative agreed to take the suggestion of a separate Pacific Islands region back to headquarters for consideration.
 - 8.2.6.4. Additionally, there was a discussion about making the Pacific Islands' representation on the map more prominent.
 - 8.2.7. Regent Wakefield thanked everyone for the opportunity to participate and encouraged other regents and board members to join future sessions for their benefit.
- 8.3. Chair Relang apologized for the lack of briefing before the PICB meeting and emphasized the importance of preparing for such events in the future.
 - 8.3.1. Highlighted the need to brief each other on meeting processes and expectations.
 - 8.3.2. Stressed the significance of connecting with other colleges and growing Micronesia's voice in decision-making spaces.
 - 8.3.3. Expressed disappointment over including Hawaii in the PICB, noting their already substantial voice, but was more accepting of including American Samoa due to shared U.S. territory status.



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- 8.4. Interim President Switaj presented written report which include a Recommendations/Action Items for the Board:
 - 8.4.1. These drafts of the annual schedule of reports and approvals for the board, as well as the list of online orientation modules, should be discussed and approved by the full board.
 - 8.4.2. Chair Relang suggested revisiting these items, perhaps during the special meeting on the Bylaws and the CMI Act.

9. PRESIDENT'S REPORT & ACCREDITATION UPDATE

- 9.1. 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](#)
- 9.2. Regent Lucky expressed concern about pests at Laura, noting that most of the lime trees are being affected and highlighted the lack of information on the pest and how to eradicate it. And emphasized the lack of information provided to farmers regarding the assistance they can receive from the land grant program.
- 9.3. VPLG Ogunmokun mentioned that giant clam breeding is being extended to communities, with land grant agents trained by colleagues from COM FSM, and their particularly in nearing islands, echoing Regent Lucky's concern about the lack of dissemination of this information to the wider community.
 - 9.3.1. VPBAA Kotton discussed a project where a Korean researcher planted over 200 clams in Majuro and found none two years later, and in Mili, only 8 out of over 190 planted were located, emphasizing the necessity for improved of the Land Grant activities, with plans to enhance reporting through collaboration with Jilel.
 - 9.3.2. Regent Maddison highlighted the collaboration between Land Grant, MIMRA, and Majuro Atoll Local Government in establishing marine protected areas to safeguard marine resources, emphasizing the need for continued efforts to expand protection in response to fishing tournaments and ensure the conservation of local resources.
- 9.4. Interim President Switaj clarified that the rewriting of accreditation standards involved starting from scratch but maintained federal requirements and best practices, with some changes to standards like mission and institutional goals (Standard 1) and resources (Standard 3) to better align across the ACCJC area, although overall, the changes were not significantly different from previous standards.
- 9.5. Interim President Switaj acknowledged the concern regarding the open positions, highlighting the potential for salary adjustments after three reopenings and noting that while day-to-day operations in student services and the library are manageable, leadership vacancies hinder improvement efforts, particularly concerning the Director of Finance position due to existing challenges.
- 9.6. Chair Relang requested to be included on the list of visits when the Land Grant team visits Ajeltake.
- 9.7. Chair Relang inquired about strategies to emphasize the college's accomplishments, expressing a desire to showcase the positive work amidst the focus on areas needing improvement.



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- 9.8. Chair Relang attended the last Land Grant board meeting representing the Minister for Education, clarifying that the Land Grant program is officially under the College of Micronesia, with Palau Community College and COM FSM also involved.
 - 9.8.1. The board chair of both the COM FSM and Palau Community College, along with the Minister for Education, sit on the Land Grant Board.
 - 9.8.2. Chair Relang noted the interesting initiatives from Palau Community College and COM Land Grant programs, suggesting potential ideas for CMI's community outreach.
 - 9.8.3. The Minister requested Chair Relang to attend the upcoming Chuuk meeting on his behalf, possibly delegating the task to the vice chair if available on April 17 or 18.
- 9.9. VPBAA Kotton clarified that both CMI and the external auditor are uncertain about the expected completion date for the 2021 audit due to potential delays from field work discrepancies, emphasizing the importance of prompt response to audit queries within 48 hours to avoid findings and recommendations for improvement.
- 9.10. Chair Relang noted efforts to increase the investment portfolio, particularly the endowment fund, through a raffle initiated by the Board, scheduled for the end of April, with each member allocated 5 books of tickets priced at \$20 each, involving faculty, staff, and students in ticket sales, and requesting a report from designated staff on ticket sales progress.
- 9.11. Interim President Switaj reported that there have been discussions about making night markets a regular event, inspired by similar events in other places like Palua, as it provides something people can reliably enjoy and look forward to.

10. STANDING COMMITTEE REPORTS

- 10.1. Strategic Planning Committee
 - 10.1.1. The Interim President reported on behalf of the Strategic Planning Committee.
 - 10.1.2. The committee reviewed the revised METO and discussed new Cross Cutting Wapepe plans.
 - 10.1.2.1. The proposed changes aim to expand access to online learning, aligning with the college's mission.
 - 10.1.3. Minor textual changes were made to reflect these adjustments.
 - 10.1.4. The committee examined the proposed template for the Wapepe plan in detail.
 - 10.1.5. Chair Relang informed new Regents that the current Strategic Plan expires in 2023, with a one-year extension granted by the board to allow time for preparation of a new or revised plan.
 - 10.1.5.1. The goal is to present the plan for review and endorsement at the December meeting.
- 10.2. Finance/Risk Assessment/Audit Committee
 - 10.2.1. Chair Relang emphasized the significance of the audit process, noting that it has been problematic for the past three years.



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- 10.2.1.1. VPBAA Kotton has been instructed by the Board to focus solely on the audit, as there have been delays in completing audits for both 2021 and 2022.
- 10.2.1.2. VPBAA Kotton is under a travel ban to prioritize the audit process, particularly crucial due to the absence of a Director for FABS and past issues with previous FABS directors.
- 10.2.1.3. VPBAA Kotton is tasked with conducting training sessions for the finance team.
- 10.2.2. VPBAA Kotton discussed the proposal from MCST to create a separate account, but he does not recommend it due to the complexities of managing multiple bank accounts for reconciliation.
 - 10.2.2.1. The focus in higher education is on fund accounts "due to" and "due from," but recent issues have prompted a reassessment of current practices.
 - 10.2.2.2. MCST's significant travel expenses, ranging from \$100,000 to \$300,000 per trip, have implications for financial management.
 - 10.2.2.3. Despite VPBAA Kotton's instructions not to touch funds, checks were released without his knowledge during the approval process, leading to an issue that needs addressing.
 - 10.2.2.4. Chair Relang clarified that the Micronesian Center for Sustainable Sea Transport Funds are managed by the college, covering travel costs for RMI Officials attending IMO meetings in London, where Regent Wakefield is currently representing NEO. However, issued DSA checks bounced, causing significant issues for participants already in London.
- 10.2.3. Regent Maddison shared that the Auditor General's Office is collaborating on a capacity-building initiative with the Pacific Association of Supreme Audit Institutions, aiming to enhance auditing skills, with RMI's involvement in this regional effort aimed at enhancing the capacity of the Auditor General's Office.
 - 10.2.3.1. To involve the college in this initiative, the college can reach out to the Auditor General for further details and participation.
- 10.3. Academic & Student Affairs Committee
 - 10.3.1. Regent Maddison asked the Interim President to provide a summary of the key points discussed during the Academic & Student Affairs Committee Meeting held last Friday.
 - 10.3.2. The Academic & Student Affairs Committee reviewed Student Achievement Key Performance Indicators, focusing on gender and high school type disaggregation.
 - 10.3.3. More women are enrolled than men, but women are less likely to complete programs within 150 units, highlighting retention challenges.
 - 10.3.4. Completion rates for First Credit Level Math and English courses within the first year were analyzed.
 - 10.3.5. Graduates from RMI public high schools perform better in math compared to those from private schools, attributed to the math transition course.



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- 10.3.6. Efforts are underway to introduce the English bridge course to private schools, starting with SDA High School.
 - 10.3.6.1. Over the past year, a course has been developed through workshops involving CMI faculty and PSS teachers, and it will be implemented in the coming fall, with students expected to benefit from it by summer 2025, beginning at public schools.
- 10.3.7. During the meeting, we examined the profile of the average CMI student, noting that they are typically female, around 22 years old, with a high percentage being Pell eligible, and majoring in liberal arts.
 - 10.3.7.1. Over the past decade, there has been a notable shift in the ratio of students in credit courses versus those in developmental courses.
 - 10.3.7.2. Regents were encouraged to review the detailed documents for further insights.
- 10.3.8. The math bridge course is currently offered to twelfth-grade students in high school.
 - 10.3.8.1. Plans are underway to expand dual enrollment opportunities for high school students, allowing them to take college courses for credit.
 - 10.3.8.2. Discussions with PSS have begun to ensure that high school students receive credit for college courses taken.
 - 10.3.8.3. The goal is to align the dual enrollment system with practices in the U.S., where college courses can replace high school requirements.
 - 10.3.8.4. This alignment could potentially enable students to earn both their associate degree and high school diploma simultaneously.
 - 10.3.8.5. Despite the complexities involved, achieving this goal is deemed feasible with careful planning.

11. REPORT AND RECOMMENDATIONS/APPROVALS

- 11.1. Resolution to Declare April Community College Month at CMI
 - 11.1.1. The Interim President highlighted the ACCT's declaration of April as Community College Month.
 - 11.1.2. They recommended that boards at Community Colleges consider passing a resolution to formalize this designation.
 - 11.1.3. This resolution could serve as a tool to communicate CMI's role as a community college with an access mission to the wider community.

Regent Anjain moved to approve the resolution to Declare April Community College Month at CMI. Regent Maddison seconded the motion. The motion was approved.

- 11.2. METO Revision & Resolution
 - 11.2.1. The revised Meto Education Master Plan incorporates the change from Online and Open Learning to Expanded Access to Learning, and introduces four cross-functional Wapepe plans targeting Equitable Student Success, Climate Change, Community Engagement, and Institutional Sustainability.



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Regent Maddison moved to approve the Revised METO Education Master Plan Resolution. Anjain seconded the motion. The motion was approved.

- 11.3. 10.12 Children in the Workplace (New) & Resolution
 - 11.3.1. Chair Relang emphasized the importance of providing a safe environment for everyone at the college, especially for those with children who may not have caretakers, to ensure that CMI does not become liable in case of any incidents, underscoring the need for a policy and procedures addressing this matter.
 - 11.3.2. The Interim President highlighted the need for addressing challenges related to unsupervised children on campus, as it had become an issue for employees, with instances of children being sent to the library and engaging in non-academic activities, such as littering around the campus. There haven't been similar issues observed when students bring their children to campus.
 - 11.3.3. The Interim President clarified that according to the policy, employees must discuss bringing their children to campus with their supervisors, although it should not be their primary form of childcare. If they do bring their children, they must supervise them at all times, as the employee would be liable for any incidents involving the child while on campus.

Regent Maddison moved to approve the New Policy 400 - 10.12: Children in the Workplace Resolution. Regent Andrike seconded the motion. The motion was approved.

- 11.4. CMI Governance Policy #112: Policy on Policies (Revised) & Resolution
 - 11.4.1. The Interim President reported that the revised Policy 112 (formerly 110) regarding Policies on Policies has been enacted, repealing Policy 620.03, and it now includes clarified requirements for executive and operational policies, integrates the schedule of policy review from Policy 620.03, and adapts the policy template to better fit the College's needs.

Regent Maddison moved to approve the Revised Policy 112: Policy on Policies Resolution. Regent Anjain seconded the motion. The motion was approved.

- 11.5. Amendments and revisions to HR policies & Resolution
- 11.6. Chair Relang shared the amendment and revisions to the following Policies:
 - 11.6.1. 6.4.1 Housing Policy (Revised) - Update the housing allowance available to two people living together to \$1,100 (400- 6.4.1) to align with the previously update amount for a single person.
 - 11.6.2. 6.4.1 Housing Security Deposit Policy (Revised) - Delete the clause regarding the College assisting with an initial security deposit (400- 6.4.1), as this is covered under the Moving In Allowance and college policy already allows for salary advances if needed.
 - 11.6.3. 6.4.2 Transportation Policy (Revised) - Clarify that employees who do not complete their initial contract must pay back all costs associated with their relocation (400- 6.4.2).



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- 11.6.4. 7.4 Sick Leave Policy (Revised) - Clarify that faculty, who do not have annual leave, may use sick leave for spouse or dependent care (400- 7.4).
- 11.6.5. 7.6 Personal Leave Policy (Revised) - Consolidate leave types by eliminating Family and Community Service Leave and moving those hours to Personal Leave (400- 7.6).
- 11.6.6. 7.8 Administrative Leave Policy (Revised) & 7.8 A-Revised Administrative Leave Application - Clarify requirements for Administrative Leave (400 - 7.8).
- 11.6.7. 7.9 Bereavement Leave Policy (Revised) - Remove “other person who occupies such position in the family, or a person living in the same household” from the Bereavement Leave Policy due to the impracticality of documentation (400- 7.9).
- 11.6.8. 7.10 Emergency Leave Policy (Revised) - Clarify Emergency Leave for employees not located on Majuro (400- 7.10).
- 11.6.9. 7.13.4 Leave of Absence without Pay Policy (Revised) - Ensure Leave of Absence Without Pay rules regarding insurance matches the life insurance carrier’s rules (400- 7.13.4).
- 11.6.10. 9.1.5 Cessation of Employment Sufficient Notice Policy (Revised) - Clarify that the employee, and not their supervisor, must provide notice of resignation (400- 9.1.5).
- 11.6.11. 10.7.4 Internet Usage Policy (Revised) - Update Internet Usage Rules to match IT Policy and modern work uses of chat (400 - 10.7.4).
- 11.6.12. 10.8 Copyright Law Policy (Revised) - Change references to copyright law to copyright guidelines given the lack of copyright law in the Marshall Islands (400 - 10.8).
- 11.6.13. 10.11 Consultancy Policy (Revised) - Strengthen requirements for consultancies (400- 10.11).

Regent Anjain moved to approve the Resolution to amend Human Resources Policies. Regent Maddison seconded the motion. The motion was approved.

12. MATTERS FOR INFORMATION

- 12.1. IPEDS Data Feedback Report
 - 12.1.1. The Interim President provided the IPEDS Data Feedback Report to the Regents for review at their convenience, highlighting its comparison of the college with similar regional institutions regarding student demographics, expenditure categories, and library resources, notably showcasing a wealth of digital resources in our library compared to others.
- 12.2. Main graduation ceremony May 30, 4 pm
 - 12.2.1. Chair Relang requested that Regents block their calendars for the main graduation ceremony, which will coincide with the week of the next regular board meeting, ensuring availability to attend both events.
 - 12.2.1.1. Additionally, there will be graduations for ABE and some college graduates at the distant education center, and Ebeye Regents are



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encouraged to convey remarks on behalf of the board during the Ebeye graduation.

13. BOR REQUESTS FOR FUTURE ITEMS AND INFORMATION

13.1. Chair Relang will call for the Special Meeting to look at the below documents

13.1.1. Board Bylaw

13.1.2. CMI Act

13.1.3. Annual Schedule of Reports Draft

13.1.4. Online Orientation Module

14. EXECUTIVE SESSION

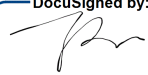
Meeting adjourned @ 1:02 PM

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Scribe

Kelly Luce Sebastian,
Recording Secretary

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Reviewed & Approved by

Kathryn Relang,
Chair, Board of Regents

May 27, 2024

Date Approved