



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

Regular Board of Regents Minutes - Approved November 25, 2025

Members Present

Interim Chair Thomas Kijiner Jr.	Regent Timothy Owens	Regent Julius Lucky
Regent Roanna Zackhras	Student Regent Willy J. Lebeau	Regent Katt Chonggum
Regent Dr. Yukiko Muller		

Member Absent/Excused

Regent Morean S. Watak	Regent Jelton Anjain	Regent Kino Kabua
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CMI employees and others in attendance:

Meitaka Kendall-Lekka, Interim President
Dr. Elizabeth Switaj, Vice President for Academic and Student Affairs
Stevenson Kotton, Vice President for Administrative and Business Affairs
Dr. Adedayo Ogunmokun, Vice President for Land Grant
Kelly Sebastian, Executive Officer/Executive Secretary for the CMI Board of Regents (ESBOR)

The meeting was called to order @ 10:07 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 - Online
4. Board Chair Report
5. President's Report & Accreditation Update
6. Standing Committee Reports
7. Proposed - Minimum Wage Correction (Resolution) & CMI Housing Rate Resolution
8. Report and Recommendations/Approvals/Action
 - 8.1. Concept Paper 2 Optional Supplemental Life Insurance for Parents and Parents-In-Law Life Insurance (PAPILLI) and Resolution
 - 8.2. Information Technology (IT) Policies and Resolution
 - 8.2.1. IT Policy & Procedure Handbook
 - 8.2.2. Cybersecurity (CMI Policy No. 640.06)
 - 8.2.3. Social Media Policy
 - 8.2.4. CMI CCTV Policy
 - 8.3. IEC Mission Review Recommendation July 2025 & Resolution
 - 8.4. AA in Marshallese Studies Budget Projections, Curriculum, & Resolution
 - 8.5. Integrated Planning Manual & Resolution



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9. Matters for information
10. BOR request for future items and information
11. Executive Session

Minutes

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

Interim Chair Kijiner commenced the BOR meeting and officially called the meeting to order at 10:07 AM.

Regent Owens led the opening prayer.

2. APPROVAL OF THE AGENDA

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

3. REVIEW OF THE LAST BOR MEETING MINUTES

- 3.1. Interim Chair Kijiner requested the Regents to review all the BOR meeting minutes held on August 25, August 29, September 1, September 10, October 15, and October 25, 2025.
- 3.2. Approval of these minutes will be completed online.

4. BOARD CHAIR REPORT

- 4.1. Interim Chair Kijiner reported that there was no Board Chair Report, stating that nothing had come to his attention from the Interim President.

5. PRESIDENT'S REPORT & ACCREDITATION UPDATE

- 5.1. Interim President Kendall-Lekka asked the Vice Presidents to give brief updates and referred the Regents to the [detailed report](#) in the meeting folder, and was happy to entertain questions.
- 5.2. Regent Lucky questioned whether recent Nursing Program revisions prepare students to enter the workforce, citing concerns about basic nursing skills.
 - 5.2.1. VPASA Switaj stated that workforce readiness is determined by the Ministry of Health and emphasized the value of programmatic accreditation and the need for clear data on graduate skill gaps.
 - 5.2.2. Interim Chair Kijiner raised concerns about negative perceptions of CMI nursing graduates and called for a meeting with the Ministry of Health to identify specific deficiencies.
 - 5.2.3. VPASA Switaj noted the University of Guam's 2021 curriculum review, which confirmed program adequacy with added courses
- 5.3. VPLG Ogunmokun reported that Land Grant and NRC projects are separate but coordinated; Regent Lucky suggested an MOU to avoid duplication.
- 5.4. VPBAA Kotton reported FY2023 audit fieldwork targeted for completion by December, with TAP grant funds supporting additional audit staffing.



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- 5.5. VPBAA Kotton stated that trial balances are delayed due to the reconciliation of cash and federal grant accounts.
- 5.6. VPBAA Kotton reported that cash flow is currently weak, with significant receivables pending from Finance and federal grants.
- 5.7. Interim Chair Kijiner stated that once trial balances are approved, a \$1.5M drawdown is expected to ease financial constraints.
- 5.8. Student Regent Lebeau asked about student refunds; VPBAA Kotton stated that refunds are expected next week for eligible students.
- 5.8.1. Interim Chair Kijiner reminded students about the upcoming ENRA payout.
- 5.9. Interim Chair Kijiner confirmed that the Board approved the housing rate increase and that it will be reviewed by Legal Counsel to ensure tax compliance and stated that the Board and administration overlooked the minimum wage requirement, which must be corrected, and emphasized the need to plan for a future increase to \$5.00.
- 5.9.1. Interim President Kendall-Lekka reported that 42 employees will be raised from \$4.04 to \$4.50, costing about \$50K–\$52K annually.
- 5.9.2. VPBAA Kotton stated that savings from initiatives like digital textbooks will fund the increases, retroactive to October 1.

6. STANDING COMMITTEE REPORTS

- 6.1. Finance Committee:
 - 6.1.1. Finance Chair Chong-Gum reported that the committee has not met since the last brief meeting.
 - 6.1.1.1. AP is about \$1.9M and mostly reconciled, while AR is still being reconciled.
 - 6.1.1.2. Noting that the Business Office has several new staff members still in training and is transitioning from paper to electronic systems, with fixed assets already fully paperless.
 - 6.1.2. VPBAA Kotton added that there were no further updates, and AR remains the biggest challenge.
- 6.2. Academic & Student Affairs Committee:
 - 6.2.1. Academic & Student Affairs Chair Zackhras reported that the committee has not met since the last meeting.
- 6.3. Strategic Planning Committee:
 - 6.3.1. Strategic Planning Chair Kijiner reported that the committee has not met but plans to schedule a meeting in the second week of December to begin planning for the new year.
 - 6.3.1.1. Noted that the committee has been the least active and emphasized the need to change that.

Interim Chair Kijiner thanked the Committee Chairs and urged Regents to put more effort into getting their committees to meet, noting that the Finance Committee is the most active and the other committees need to improve their engagement.



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7. REPORT AND RECOMMENDATIONS/APPROVALS

- 7.1. Concept Paper 2 Optional Supplemental Life Insurance for Parents and Parents-In-Law Life Insurance (PAPILLI) and Resolution
 - 7.1.1. Interim President Kendall-Lekka stated she was not fully familiar with Concept Paper 2 – Optional Supplemental Life Insurance for Parents and Parents-in-Law (PAPILLI).
 - 7.1.2. VPBAA Kotton recommended deferring the item for further discussion by the Senior Leadership Team (SLT).
 - 7.1.3. The motion to defer was unanimously approved.
- 7.2. Information Technology (IT) Policies and Resolution - IT Policy & Procedure Handbook, Cybersecurity (CMI Policy No. 640.06), Social Media Policy, & CMI CCTV Policy
 - 7.2.1. The Board reviewed the IT policies submitted as a bulk item.
 - 7.2.2. VPBAA Kotton confirmed the policies were revised to align with government and Digital RMI initiatives.
 - 7.2.3. Due to concerns, the Social Media Policy and CCTV Policy were deferred for further clarification and refinement.
 - 7.2.4. The IT Policy & Procedure Handbook and Cybersecurity Policy (CMI Policy No. 640.06) were approved unanimously, with the understanding that policies may be amended later.
- 7.3. IEC Mission Review Recommendation July 2025 & Resolution
 - 7.3.1. The Board reviewed the IEC Mission Review Recommendation (July 2025), noting it is a shortened version that retains all key elements and follows community input.
 - 7.3.2. The Board approved this in principle, pending Legal Counsel review.
 - 7.3.3. The motion was unanimously approved.
- 7.4. AA in Marshallese Studies Budget Projections, Curriculum, & Resolution
 - 7.4.1. The Board reviewed the AA in Marshallese Studies proposal and approved it in principle, pending Legal Counsel review of the resolution, to implement the program next semester (January).
- 7.5. Integrated Planning Manual & Resolution
 - 7.5.1. Interim Chair Kijiner requested that the Integrated Planning Manual be deferred to allow further review by the SLT and Strategic Planning Committee before returning to the Board.

8. MATTERS FOR INFORMATION

- 8.1. Interim President Kendall-Lekka reported that due to financial constraints, CMI will not hold its regular Christmas party and will instead host a small on-campus gathering using internal resources.



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- 8.1.1. Interim Chair Kijiner asked if the week of December 15 would work for Board members to attend and requested their availability.

9. BOR REQUESTS FOR FUTURE ITEMS AND INFORMATION

- 9.1. Student Regent Lebeau asked for details on the Health Fee collection and distribution.

- 9.1.1. VPBAA Kotton stated the Business Office is working on the information and will present it to the Executive Committee next week.

10. EXECUTIVE SESSION (CLOSED SESSION)

Meeting adjourned at 11:38 AM

Signed by:

C1B15922CD0248A...

Scribe

Kelly Luce Sebastian,
Recording Secretary

Signed by:

677F88DBF98E447...

Reviewed & Approved by

Thomas Kijiner Jr.,
Interim Chair, Board of Regents

May 18, 2026

Date Approved