



CMI

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258
Uluga Campus
Majuro, Marshall Islands, MH 96960

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COLLEGE OF THE MARSHALL ISLANDS

BOARD RESOLUTION - No. 2023 - 011

“A RESOLUTION TO APPROVE REVISIONS TO POLICY 8.3.3 MAJOL MOKTA: A JITDAM KAPEEL PROGRAM (FACULTY FAST TRACK)”

RESOLVED, The College of the Marshall Islands’ Finance, Risk and Assessment Committee approved revisions to policy **8.3.3 Majol Mokta: A Jitdam Kapeel Program (Faculty Fast Track)**.

FURTHER RESOLVED, that the Board’s consideration and approval of revisions to **8.3.3 Majol Mokta: A Jitdam Kapeel Program (Faculty Fast Track)**.

1. Purpose

A strategic goal of the college is to increase the numbers of Marshallese faculty in order to improve workforce diversity and sustainability. The Majol Mokta Program serves this goal by identifying, recruiting, and developing RMI nationals who are motivated and capable to become college instructional faculty.

2. Background

The Majol Mokta Program is a Jitdam Kapeel initiative and therefore subject to the established, relevant Jitdam Kapeel policy provisions, standards and procedures.

3. Participation

On an annual basis, individuals will be selected for participation in the Majol Mokta Program. Individuals selected for the program will be supported for study leading to a master’s degree in a discipline that will qualify them to be instructors at the college and provided additional mentorship following completion of the master’s degree as they take on the role of full-time faculty.

4. Minimum Qualifications

In order to be considered for the Majol Mokta Program, an applicant must meet the following minimum qualifications:

- Preference shall be given to citizens of the Republic¹.
- Must have a Bachelor’s degree from an accredited college or university, or be in their final year of a Bachelor’s degree program.

5. Recruitment, Interview and Selection

¹ College of the Marshall Islands Act 1992 [14 MIRC Ch 2 §211(4)]



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5.1 Recruitment Schedule

Recruitment shall take place on at least an annual basis according the following cycle:

1. September 1 – Human Resources verifies with FABS the available budget for the upcoming fiscal year and the number of slots available in Majol Mokta.
2. September 15 – The Vice President for Academic and Student Affairs determines the priority fields for recruitment
3. September 30 – Human Resources places advertisements for the Majol Mokta program.
4. October 1 – All applications are gathered and the committee begins consideration.
5. November 1 – Selected applicants are invited to interviews.
6. December 1 – The committee selects and notifies successful applicants.
7. January 30 – If any slots remain unfilled, a second recruitment cycle during the fiscal year may begin.

5.2 Recruitment

Majol Mokta applicants will be sought in the RMI, Micronesia and in the USA. Advertisements intended to attract qualified applicants will be placed online, in local RMI media, media and church and community centers in Hawaii, Arkansas, Oklahoma and other locations where there are significant Marshallese communities. While the priority fields will be listed in the advertisement, applications will be accepted in all fields.

5.3 Application

Applicants will be required to provide a resume, transcripts, a copy of their bachelor's degree, two letters of recommendation, and a cover letter describing 1) their interest in teaching at the college level and any relevant experience, 2) the field they wish to study and how their past experiences have prepared them for advanced study, and 3) how they uphold the values of the college.

5.4 Applicant Review

A Majol Mokta Program Committee made up of the following members will review applications and select applicants for interview.

- Vice President for Academic and Student Affairs (Chair of the Committee)
- Dean of Academic Affairs
- Dean of WAVES



- The chairs of the departments that host that year's priority fields
- Vice President for Business and Administrative Affairs
- Director, Human Resources

5.5 Interview and Selection

The Majol Mokta Program Committee will interview and recommend applicants to the College president for selection. Selected applicants will be deemed to be employees of the College, on leave without pay for education.

Only those applicants for whom funding has been clearly established, documented and certified by the College's VPBAA will be recommended to the President for selection and approval.

5.5 1 Selection Criteria. In addition to the above minimum qualifications, the following characteristics will be used as criteria for selection:

- A GPA and (if relevant) tests scores that meet the enrollment requirements for an appropriate master's-level program
- Demonstrated interest and ability to teach at the college level.
Applicants with CMI adjunct experience, especially those who have received excellent evaluations, will be given preference.
- Excellence in the specific discipline as demonstrated through:
advanced study, high grades in relevant courses, and/or research shared through conference presentations or publication.
- Clarity of plan for graduate study i.e. applicants who know precisely which program of study they want to enroll in and why will be given preference.
- Demonstrated commitment to serving the RMI
- Demonstrated commitment to the values of the college

6. Program of Study

Selected candidates will be assisted in enrolling in an approved master's program so that they can pursue a course of study leading ultimately to a master's degree that is relevant to the mission of the college and that will enable the candidate, on graduation from a master's program, to immediately fill a faculty instructor position.

7. Employment Status



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Selected candidates will be considered full time employees of the college on education leave. Candidates will be given the title/position of Graduate Assistant. During the summer, any candidate who is not attending approved summer session courses will be expected to work at a CMI campus either as an adjunct faculty member or a teaching assistant; assignment will be based on the needs of the college and assessment of the candidate's present teaching abilities. Candidates who are able to remain in the RMI while pursuing their degrees may also teach up to three credits per semester as adjunct faculty or teaching assistants in the fall and spring.

7.1 Majol Mokta Employee Agreement

Majol Mokta employees will be required to sign an employment agreement stating that they will return to the college after completion of the master's program and remain in the employment of the college for a period of time that will enable the college to recover its investment in the employee. It is anticipated that graduates of the Majol Mokta program will serve as a faculty employee of the college for a period of time **at least double the time** given by the College to attain the Master's degree. The Vice President for Academic and Student Affairs may recommend to the President for approval an alternative term of commitment based on individual facts and circumstances.

Each Majol Mokta employee is required to:

- Send his/her program sheet and catalog to his/her faculty mentor for review and recommendations, and
- At the end of each semester send his/her grade report to Human Resources in order to demonstrate evidence of satisfactory academic performance and progress and good academic standing with a minimum requirement of 3.0.

The College reserves the right to terminate the employment of the Majol Mokta employee, subject to a 60 day notice, if he or she fails to:

- take the course of study/classes recommended by the faculty advisor
- maintain satisfactory academic standing and/or
- provide evidence of regular and substantial progress.

8. Other Employment

While in the program, a Majol Mokta employee may enter into other employment related to their field of study. For example, a Majol Mokta employee may serve as a Graduate Teaching or Research Assistant in their field of study.



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9. Program Funding

Individuals selected and approved by the President for participation in the Majol Mokta Program are obliged to apply for scholarships and grants that are available at the institution where he/she is pursuing the degree. All costs over and above scholarships and grants related to the pursuit of the degree will be covered primarily by the RMI government and/or the RMI Scholarship Board. The College may supplement funding, subject to the availability of funds, from the College's Jitdam Kapeel budget.

10. Program Entitlements

- Travel – Majol Mokta participant air travel will be provided from point of hire to the city/country in which the master's degree will be pursued. Travel to Majuro (and return) will be provided so that the Majol Mokta participant can work during the college's summer term(s).
- Tuition - paid
- Books – paid
- Housing – a housing allowance will be provided. The amount of the allowance will be based on the average cost of housing in the community surrounding the college where the Majol Mokta participant is studying. When the Majol Mokta participant is in Majuro, housing may be provided in a college housing facility such as the residence halls or Arrak trailer subject to availability. Participants staying in college housing will be asked to organize at least one workshop or event per month for resident students.
- Stipend/Salary – a stipend will be paid based on the cost of living in the community surrounding the college where the Majol Mokta participant is studying. Majol Mokta participants will receive the standard rate they are entitled to by virtue of their earned degrees when serving as adjunct faculty and 50% of that rate when serving as teaching assistants.
- Benefits – Majol Mokta participants will receive the same benefit package afforded full time faculty employees.
- Local Transportation - cost for travel for the student's projects around the community where they are studying – clinic, outreach, agencies, etc, will be reimbursed.
- Computer and related equipment – the college will provide a laptop computer and reimburse the reasonable cost of a printer, and internet access

Majol Mokta participants are also obliged to apply for scholarships and grants that are available at the institution where he/she is pursuing the master's degree.



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11. Integrating Majol Mokta Graduates into the Faculty Workforce

It will be the responsibility of the Vice President for Academic and Student Affairs to provide overall management of the education and experience development of participants in the Majol Mokta Program. Individual circumstances, such as prior degrees and previous life and teaching experience, will be considered in managing and directing the education and experience opportunities for participants. In general, it is anticipated that participants will come to Majuro during the summers prior to master's degree attainment in order to gain practical teaching experience in the college environment with assistance from their faculty mentor. On attainment of the master's degree the participant will typically enter into full employment as a faculty member in the appropriate department, with continued mentorship. If, on the evidence of performance during prior teaching experience, the VPASA does not believe the candidate is prepared to serve as a full-time faculty member, the candidate may be assigned to a department as a teaching assistant with additional mentoring for a period of no more than one year. In rare circumstances in which a candidate has proven unsuitable, they may not be assigned a full-time role, but this will require the approval of the President.

12. Faculty to Serve as Advisor to Participants

The Vice President for Academic and Student Affairs will, on the advice of the appropriate Dean, appoint a current faculty member to serve as advisor to a participant to encourage, mentor, coach and generally support the participant throughout the period of their education and on the job training leading up to their appointment as full time faculty.

The faculty mentor will be selected based on:

- Experience in the discipline the candidate is studying. If no one in the same discipline is available, related fields will be considered.
- Length of successful service at CMI.
- Teaching experience and ability in general.
- Mentoring experience and ability.

The advisor is specifically expected to:

1. Advise the participant in selecting courses that will allow them to develop their skills and serve the needs of the college;
2. Assist the participant in understanding college processes, procedures, policies, expectations, and values;
3. Mentor the participant in teaching during the summers while the participant is pursuing their master's degree and for the first year thereafter by reviewing their syllabuses; assisting with lesson planning and assignment design; and observing the participant's teaching;
4. Assist the participant in developing a professional network;



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5. Refer the participant to appropriate resources and opportunities for training and development; and
6. Advocate on behalf of the participant to college management and supervisor as appropriate.

For these services, the mentor will receive one credit equivalency per year, typically awarded in the summer.

13. Priority Fields

Determination of the priority fields will be based on:

- Demand for instruction in the field, with particular attention to enrollment trends and college plans to expand program offerings
- Faculty turnover in the field/department
- Difficulty of hiring faculty in the field
- Positions in which a current faculty member is approaching retirement age or has indicated an intention not to renew employment with the college.
- Relevance to the National Strategic Plan

NOW, THEREFORE, BE IT RESOLVED:

That the recommended revised **8.3.3 Majol Mokta: A Jitdam Kapeel Program (Faculty Fast Track)** is adopted.

I, **Kathryn Relang**, Chair of the Board of Regents of the College of the Marshall Islands, do hereby certify that the above is a true and correct copy of a resolution adopted at the meeting of the Board of Regents of the College of the Marshall Islands on March 13, 2023 at which a quorum was present and voted.

Kathryn Relang
Chair, Board of Regents
College of the Marshall Islands