



College of the Marshall Islands
Accredited by the Western Association of Schools and Colleges

P.O. box 1258
Majuro
Marshall Islands, MH 96960

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Email:

Regular Executive Council Meeting
11:00 a.m. Wednesday, September 06, 2017
College Center Conference Room

APPROVED MINUTES

PRESENT:

President
VP, Administration
Executive Advisor to the President/VP, A&SA
Chief Finance Officer
Executive Director, Institutional Integrity and Effectiveness
Dean of Land Grant
Dean of Academic Affairs
Dean of Student Services
Director of Human Resources
Director of Institutional Research
Director of Physical Plant
Director of Safety & Security
Director of Information & Technology
Director of Arrak Campus
Director of Customary Law & Language Commission
Student Representative
President of Faculty Senate
Faculty Senate Representative
President of Staff Senate
Staff Senate Representative
Grant Writer Coordinator

Dr. Theresa Koroivulaono
Vacant
Dr. Melinda A. Nish- **Excused**
Stevenson Kotton (Acting VPA)
Vacant
Biuma Samson- **Excused**
Vasemaca Savu
Rachel Salomon
Agnes Kotoisuva
Cheryl Vila
Emil deBrum
David deBrum
Boni Sanchez
Stanley Lorennij- **Excused**
Brenda Mellan
Vacant
Nik Willson
Amanda Williams
Ruthy Maun- **Excused**
Sali Andrike -**Absent**
Charlyne Alfred

Recording Minutes – Mommity Subillie

CALL TO ORDER AND OPENING PRAYER

- CMI President Dr. Theresa Koroivulaono called the meeting to order at 11:06 a.m.
- Plant and Facilities Director Emil deBrum opened the meeting with a prayer.

REVIEW OF PREVIOUS MINUTES

Chief Financial Officer Mr. Kotton moved to approve the August 02, 2017 minutes as amended; Dean of Student Services, Rachel Salomon seconded the motion. The motion was unanimously approved. Abstentions were recorded by Emil deBrum, Cheryl Vila and Nikolas Willson. Chief Financial Officer Mr. Kotton moved to approve the August 16, 2017 minutes; Faculty Senate Nikolas Willson seconded the motion. The motion was unanimously approved.



College of the Marshall Islands
Accredited by the Western Association of Schools and Colleges

P.O. box 1258
Majuro
Marshall Islands, MH 96960

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Email:

UPDATE FROM PRESIDENT – Dr. Theresa Koroivulaono

1. Meeting with Chairman Chutaro: post-JEMFAC meeting
2. Review all aspects of CMI operations for further efficiencies, for example, academic programs and administrative initiatives; organization structure and contingency funding.
3. CMI needs to make contributions into its own Endowment Fund starting FY2017-FY2018.
4. What are the core aspect of delivery of CMI? Start with critical aspects. What is costing us money with very few returns?
5. If we need to meet the needs of the RMI, what programs do we need?
6. If we need to meet the needs of the RMI, what should the government be doing to support us?
7. We need to operate in triage mode; we are in the phase of diminishing returns because we cannot wait until we do not have a choice.
8. CMI Presentation at JEMFAC on August 29, 2017 in Honolulu. CFO Kotton and I presented the CMI Report. The CMI PPT presentation and US Graduate School Report are also provided in the papers for this meeting
9. Attended the ADB IQBE first project management meeting.
10. National Training Council: The National Action Plan on youth employment in the RMI is ready for approval.

In Progress

- Wotje CMI Center Proposal
- Collaborating with the University of the Virgin Islands (UVI) to submit a grant proposal to the USDA with the following objective: to provide a framework for planning and implementing hybrid or blended approaches utilizing technology-enhanced methodologies and accessibility across varied postsecondary institutions with special attention to Insular Areas from best practices in the field today... The opportunities afforded by an online academic program in Marine Science can be far reaching and expand throughout the Caribbean region, and other insular area institutions, when coupled with technological resources to offer a program such as a 2+2 online degree (taken from the grant proposal). Specifically, CMI is focused on the opportunity for our students to complete an AS in Marine Science our island and then enroll in a Blended or Online BSc in Marine Science. The CMI AS in Marine Science is yet to be developed.
- CMI meetings: Meeting and updates with direct reports, Grants, Faculty senate President, Staff Senate President.
- External stakeholder meetings
- SELECTED ACTIVITY IN PROGRESS; METO Education Master Plan; OERu discussions.

The President was emphatic in her message that all CMI employees now needed to focus on preparing the College for 2023 and beyond; any distractions would not be welcome and that we all need to work together to deliver what we promise in our (CMI) Mission.



ACCREDITATION NEWS/REPORTS (ALO Vasemaca Savu)

1. Second draft of the Midterm report was sent out September 1, 2017
2. The Final draft should be ready on November 30th 2017.
3. The ACCJC sent a notice out to the field to say that the report can now be sent electronically and hard copies are no longer required.

ISSUES

Budget Committee

- Not able to meet yesterday September 5th 2017 and will meet after the EC today September 06, 2017.
- Still having a difficult time closing out the E-requisitions for FY 2017.
- Will close all FY 2017 E-requisitions at the end of this month.

Curriculum Committee

- Recommendation to FS regarding CC chair to be member of EC
Faculty Senate President moved to adapt the recommendation, and seconded by Amanda Williams.
The motion was not approved. 2 yes and majority said neh.

Enrollment Management Committee

- Enrollment Management Plan
 - Achieve Recruitment and Enrollment targets and projections.
 - Transition students in the Developmental level to Credit level effectively.
 - Financial stability: Increase revenue from student enrollment and student related activities and services.
 - Improve overall quality of student experience to help students persist and graduate from CMI.

Human Resources

- HRC held a special meeting on Tuesday September 5th 2017.
- HRC recommended the following for EC to approve:
 - HRC Assessment;
HR Director, Agnes Kotoisuva moved to adopt the Assessment and the Dean of Academic Affairs seconded the motion.
The motion was approved unanimously.
 - Change of Recruitment and Hiring Procedure:
HR Director Agnes Kotoisuva moved to change of the Faculty Recruitment and Hiring Procedure as presented. The motion was seconded by the Director of Plant and Facilities, Emil deBrum.
 - The motion was approved unanimously.



College of the Marshall Islands
Accredited by the Western Association of Schools and Colleges

P.O. box 1258
Majuro
Marshall Islands, MH 96960

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Email:

Information Technology

- IT will meet on Tuesday September 12, 2017.
- The IT Master Plan is done and has already been sent to IPC.
- EC is asked to approve the IT committee Assessment.

Institutional Planning Committee

- No report

Plant and Facilities Committee

- There was a lack of quorum for the meeting.
- The Committee will meet tomorrow September 07, 2017 to look over the Master Plan.
- **Matters for noting**
 - The new radiator on standby for the generator is expected in the 2nd week of September.
 - New preventative maintenance contract is under negotiation with Caterpillar Hawaii for the generator.
 - Extension to the old library is on-going and should be completed in two weeks.

OLD BUSINESS

Table for next meeting.

NEW BUSINESS



College of the Marshall Islands
Accredited by the Western Association of Schools and Colleges

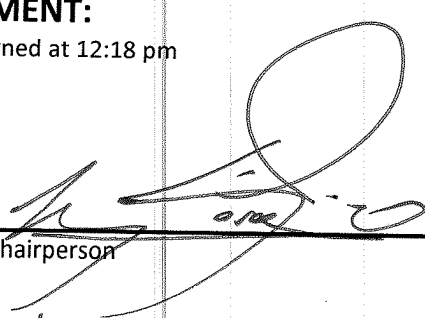
P.O. box 1258
Majuro
Marshall Islands, MH 96960

Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Email:

ADJOURNMENT:

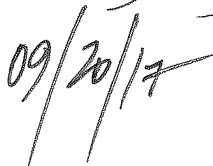
Meeting adjourned at 12:18 pm

Signed:



President and Chairperson

Date


09/20/17