



Executive Council

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: ec@cmi.edu

Executive Council Meeting
11:00 a.m. Wednesday, November 16th, 2016
Old Library

Approved MINUTES

PRESENT

President
Executive Advisor to the President/Act. VP A&SA
VP, Administration
Chief Finance Officer
Executive Director of 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
Faculty Senate Representative
Faculty Senate Representative
Staff Senate Representative
Staff Senate Representative

Dr. Theresa Koroivulaono
Dr. Melinda A. Nish

Excused

Stevenson Kotton
Ruth Abbott
Biuma Samson
Vasemaca Savu
Rachel Salomon
Agnes Kotoisuva
Cheryl Vila

Excused

Mill Helkena (Substitute)

Boni Sanchez

Absent

Brenda Mellan
Luston Binejal
Nik Willson

Absent

Absent

Ruthy Maun

CALL TO ORDER AND OPENING PRAYER

- President Theresa called the meeting to order at 11:05 a.m.
- Opening Prayer given by Luston Binejal.

REVIEW OF MINUTES

1. November 2nd, 2016 Minutes

- Move to table agenda to next meeting. This was seconded.
- Meeting proceeded to next item on agenda.

UPDATE FROM PRESIDENT

1. Visiting University of Virginia team led by Dr. James Maddirala was at CMI on a Land Grant visit and they took the time to also meet with potential PhD students on Creative Leadership for Innovation and Change.



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2. Board of Regents Meeting: Special meeting was held on Monday 14th for a presentation on

Accreditation. Presentation was done by VPASA Dr. Melinda Nish and ALO/EDIIE Ruth Abbott.

- Special acknowledgment to Dr. Nish and ALO Abbott.
- Last meeting for the outgoing board members.
- Names of the new board to be received from cabinet by Monday 21st November 2016.
- Board retreat on November 29th - December 1st to orientate the new regents and instill new process of transition.
- Orientation - board will elect new chairman.

3. ACCJC - The team was already on campus conducting interviews.

- Team is made up of 4 members - Team Leader Dr. Mary Behringer, Dr. Mary Gallagher, Dr. Ian Walton who is also a Chairman, and Marlena Montague.
- Acknowledged all those who have attended interviews that day.

ALO Report Ruth Abbott

- The ACCJC team here in Follow-up report visit to confirm that we are doing what we said we in the report.
- The team has a schedule that they will be working with people they will interview.
- there is an open forum at 4pm in the College Center.
- this is the opportunity to show and talk about how we are moving forward as an institute
- Accreditation Steering committee - no meeting on Monday 21st.
- Question - Is Accreditation Steering committee going to be a substantiated committee of the CMI?
- Response - Since Accreditation is an on-going preparation process, the decision will entirely be up to the board to make it a standing committee or not.
- Advice - EC or IPC can take the idea up to the board if it is put in as a proposal or IPC to create a standing sub-committee; but whichever way it is done, it still needs to be taken up to the board for approval.
- Accreditation Basic - completed so far - about 60+
- Brief report from the accreditation basics - after the visit, the College needs to take stock of the work that continues to be done. Mid term report due after 2 years. in the new 7 year cycle, Year 4 is the big report followed by a mid term report.
- Report needs to show CMI's Institutional Set Standards (Set of procedures of how we are doing things at CMI) and the 2nd is the real focus on Completion Rates.
- We (CMI) need to figure out how we are going to be doing things - small groups work better to keep abreast with accreditation demands.
- As for the accreditation process - this underscores all that we do, so all discussions, procedures and actions need to be continuously on the check and updated.



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Updates:

SAB: Luiston Binejal SBA President:

- SBA met with Student Leaders Association (SLA).
- Decide to continue with the cleanup from 3 - 4 every Friday of the campus so each student club is adopting specific areas to be responsible for.
- Cleaning began last Friday - November 11th.
- conducting a Toy drive for Christmas for the children's ward in the hospital.
- Comment from Physical Plant - Positive initiative from students.

Staff Senate: Ruthy Maun

- Gentle reminder to SBA President to remind all students to be mindful of cleanliness of the bathrooms.
- Joined the SBA on Friday clean up.
- Staff would love to also be part of the Adopt an Area that students are doing.

Faculty Senate: Nik Wilson

- Open invitation as a personal initiative to get a rep from the SBA and Staff to sit in at Faculty Senate meetings.
- This can help faculty be informed about things that are being planned and organized by SBA and Staff.
- Faculty was grateful for the presentation from the Senior Leadership.

CRE/Land Grant: Biuma Samson

- Circulated report highlights.
- worked with landowner here at CMI. Planted his garden and would do cooking demos when its is harvesting time.
- Ebeye - Coordinated meetings with chiefs on gardening and forestry.
- Met with Imata Kabua and got the green light to start working with schools.
- Part of the project is planting pandanus in Ebeye and Kwajalein.
- Construct a greenhouse in Gugeegu.
- Materials and supplies already purchased and will be shipped to Ebeye on Saturday - 19th November.
- Coalition meeting with diabetes group in Ebeye through research
- Working with people in R&D to do research on aquaculture and agriculture.
- Upcoming Activity: Coordinate meeting with Arno senator on aquaculture farming.
- Submit reports before end of the month deadlines
- Dec 3 - 9 Meeting in PNI for next year's plan.

CLLC - Brenda Mellan

- CLLC Director met with RMI President about updates on putting street signs - some not written correctly.



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- involved in MalGov project because of the street and village signs.
- Ongoing weekly radio programs. Saturday 8 -9 am.
- Committee working on words to be added into the dictionary - 300 + words to be added.
- Assist students who come by to seek help.

IIE - Ruth Abbott

- Integrity - related : Document System for CMI.
- Effectiveness -related: all Program reviews are in except for a few - 2 departments in fact
- Visiting team going over then now.
- Process from here: Taskforce reads them: Initiatives, Remediation and Gas are addressed.
- Total # of PRs = 28
- Marshallese accreditation course - Discussion of each slide in BOR training for those who need it to be done before the year ends.

Safety & Security

- request to increase security personnel on campus at least 2 to be patrolling.
- request for another Security post to be erected.

No further discussions.

Meeting adjourned at 12.05pm.

Vasemaca Savu, Recording Sec.

Scribe

EC

**Reviewed & Approved
by**

07- December -2016

Date approved