



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

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Tel: (692) 625-3291/3843
Fax: (692) 625-7203
Website: ec@cmi.edu

Executive Council
April 21, 2021
Board Conference Room

MINUTES

Present:

Dr. Irene J. Taafaki

Chairperson/President

William Reiher

Executive Vice President

Dr. Elizabeth Switaj

Vice President for Academic and Student Affairs

Stevenson Kotton

Vice President for Business and Administration Affairs

Stanley Lorennij

Vice President of the Land Grant

Adedayo Ogunmokun

Faculty Senate President

Desmond Doulatram

Faculty Representative

Ruthy Maun

Staff Senate President

Melina Riklon

SBA Representative

The Executive Council's *second* meeting for the month of April 2021, was called to order by the Chairperson/President Dr. Taafaki at approximately 11:12 a.m., followed by an opening prayer from the Faculty Senate President.

Approval of the Agenda

The agenda was reviewed by the Council and was decided upon that only the student's issues will be discussed in the meeting. All other issues will be brought up in EC's next meeting on May 5, 2021.

APPROVAL OF THE MINUTES

The minutes from the previous meeting on April 7, 2021 were reviewed.

Other Matters Arising from the Minutes

1. The VPASA followed up with the members of the Council in regards to each constituent body's nomination for the re-formed Accreditation Steering Committee, in which a nomination was still needed from the SBA.

Approval



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With the minor corrections to the minutes, the VPBAA made a motion to approve, seconded by the VPLG. The motion was carried unanimously by the majority.

Update from the President

1. Federal

- a. The President shared with the Executive Council on the U.S. President's request for FY 2022, which included increases in funding for higher education that would:
 - i. Increase Pell Grant
 - ii. Increase funding for the NSF
 - iii. Assist in supporting the minority-serving institutions
 - iv. Assist in supporting and upgrading STEM paths at minority-serving institutions
 - v. Assist in promoting and attracting minority students to STEM
- b. The President also shared with the Council that CMI has received the CARES Act II.
 - i. Any suggestions/recommendations/requests, in regards to the CARES Act II, are due on Friday, April 23, 2021.

2. Regional (As per President's Report in the EC folder)

- a. ACCJC
 - i. The online conference on Equity, Quality and Innovation Through Action, began this week.
- b. PPEC
 - i. The PPEC meetings will occur on a bi-weekly basis via Zoom.
- c. REL
 - i. The Director of IRA will participate in an applied research coaching session to see if the findings can inform in regards to CMI's policies and practices.
 - ii. CMI's Data Summit will be held in May 2021.
 - iii. https://ies.ed.gov/ncee/edlabs/regions/pacific/pdf/REL_2021072.pdf
- d. MCST
 - i. As of April 12, 2021, it was decided that RMI-USP partnership would change from a bilateral partnership to multilateral partnership with various institutions.
 - ii. However, the current MOA would need to be amended to include the new membership.
 - iii. CMI and RMI-USP have both been invited to be board members.
 - iv. The management and administration would be at the RMI-USP Campus.
 - v. Some of the other institutions possibly included in this multilateral partnership are:
 1. University New South Wales (UNSW)
 2. University College London (UCL)
 3. Hochschule Emden-Leer
- e. NASA Update
 - i. The President shared with the Council the breakdown of the final proposal outcome.



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- ii. So far, the UH is offering \$15,726.00. (Fifteen thousand seven hundred and twenty-six dollars.)

3. National

- a. On April 12, 2021, the CMI Fiscal 2021 Performance Report was due, however, a meeting date with JEMFAC has not been confirmed.
- b. The President also attended the Digital RMI Project meeting, which took place on April 15, 2021 with Mr. Bill Monks, a consultant working in the World Bank funded project.
 - i. Mr. Monks shared his willingness to help translate the IT Wappepe into an action plan, including the needed costs.
- c. As a result of a meeting on April 20, 2021, the Ministry of Health has asked CMI to manage a TM Task Force budget of \$200,000 (two hundred thousand dollars.)
- d. Maritime Training Plan
 - i. CMI's approach in developing the curriculum for the two new programs for the Maritime Vocational Training Center is still in discussion with GIZ, HEL, and Captain Chrissy Shyne.
 - ii. The last meeting was held on April 8, 2021, and the next meeting will be held on April 30, 2021.
 - iii. Improving the Quality of Basic Education (IQBE)
 - 1. The President mentioned in the submitted report, the internal relocation of the Math Lab.
 - iv. Arrak Campus
 - 1. The MOA is signed and has been re-obligated.

4. Internal

- a. The President shared with the Council her discussions with Dr. Andrea Hazzard, working with the American University of Antigua College of Medicines.
- b. Some of the important events that the President attended:
 - i. April 8, 2021
 - 1. UB 3D Printing Demo Presentation
 - ii. April 13 2021
 - 1. ASANA Demo Presentation
 - iii. April 14, 2021
 - 1. STCW (Youth Corps) Awards Ceremony
 - iv. April 16, 2021
 - 1. Launching of the Alumni Hall of Fame

Accreditation Update from ALO/VPASA – As per the ALO's report submitted in the EC Folder

- 1. The ALO reported that the commission's meeting will be June 9-11 2021, at which the decision on CMI's accreditation will be announced.
- 2. The ALO included in the report the members of the Accreditation Steering Committee until next April. The committee members consist of:
 - a. Standard I Representative – Director of IRA
 - b. Standard II Representative – Dean of WAVES



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- c. Standard III Representative – Director of Physical Plant
 - d. Standard IV Representative – Grant Coordinator
 - e. Quality Focus Essay Representative – Associates Dean of Student Equity and Engagement
 - f. Representatives from SBA, Staff Senate, and Faculty Senate – Still need to be confirmed.
3. As per the ALO's Submitted Written Report
- a. Implementation Plan
 - i. **We now have 2 parts of our Implementation Plan that are fully on track and 5 that are still encountering difficulties but are still moving forward.**

(Please refer to Strat. Plan 3.1.2 or ALO's Report to EC April 21, 2021)

INFORMATIONS & ISSUES

1. Student Representative

- a. Safety and Security
 - i. The students stated their concerns in regards to CMI's Safety and Security Department.
 - ii. Discussions occurred in regards to a previous incident with one of the campus' securities towards an individual that was not a student, but was on the campus, and possible ways to improve in that area.
 - iii. The VPBAA commended the SBA for their suggestions, and informed the Council that the incident discussed is being worked on by himself and the Director of Safety and Security.
 - 1. The VPBAA informed the Council that the security involved in the incident will be working with the Executive Officer in regards to drafting a report.
 - 2. The VPASA stressed the importance in establishing a trust between the campus securities and the students.
 - a. The President tasked the VPASA to work with the Student Services in finding out the student's thoughts in regards to the campus' Safety and Security Department.
 - b. The President also emphasized on the importance for students to wear their student badges on campus.
 - 3. The President suggests waiting for the report, before any decisions are made.
- b. Dormitories
 - i. The washers, dryers, and the stove are not working at the dormitories.
 - ii. The student's mentioned a need for more computers, a lounge space, and the dorm rooms to be renovated.
 - iii. The students stated that with the condition of the dormitories, they do not agree with the increase in the dorm fee.



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1. The VPBAA reassured the SBA representative that there's no increase in the dorm fees, but an increase in the facilities fees, activities fees, health fees, and the insurance fees.
2. The VPBAA informed the Council that the meal fee will also increase to accommodate student's concerns to have available meals during the evenings, especially for the students at the dormitories.
3. The VPBAA informed the Council of further discussing the issue/solutions with the Plant and Facilities Committee during their meeting on Friday, April 23, 2021.

Matters from the Previous Meeting

1. Learning Support Committee's RSA

- a. After a thorough review by the Council members, the VPASA made a motion to approve, seconded by the VPBAA. The motion was carried unanimously with no abstentions.

DECISION

The Learning Support Committee's RSA was approved, as presented.

Matters for Discussion

1. IEC Recommendation in Response to KPIs Feedback from Retreat

- a. After deliberation, the Chairperson/President suggested that the IEC draft a proposal on the Recommendations in Response to the KPIs Feedback from the Retreat, for the President's approval, and onwards for the BoR's review and approval.

2. Draft of the Revised IEC RSA 2020-2021

- a. Having no corrections to the IEC's revised RSA AY 2020-2021, the VPLG moved to approve the RSA, seconded by the Faculty Senate President. The motion was carried successfully by the majority.

DECISION

The revision of the IEC RSA AY 2020-2021 was approved, including the change in the convening officer/chairperson and the vice chairperson.

3. Draft Code of Ethics

- a. The draft Code of Ethics is to be shared upon the other respective constituent senate bodies for comments, recommendations, etc.

4. HRC RSA 2020-2021

- a. With no modifications, the VPASA moved to approve the HRC RSA AY 2020-2021. The VPBAA seconded the motion, and the motion was carried successfully by the majority.

DECISION

The HRC RSA AY 2020-2021 was approved, as presented.



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5. IEC's Recommendation to Recite the Mission Statement at the Standing Committee Meetings
Consideration of the Assessment
 - a. Suggestions to help the CMI Community to know and understand the Mission Statement:
 - i. The President suggested that the Mission Statement be included in the meeting agendas for each standing committee, or have the Chairperson consult with the committee members on engagement ideas in regards to the Mission Statement.
 - ii. The Staff Senate President suggested that the Mission Statement be translated to Marshallese.
 - iii. The VPLG shared with the members how Land Grant employees engage themselves in regards to the Mission Statement.
 - iv. The President suggested that the Mission Statement be included in Asana.
6. Draft – Assessment Template for Committees of the Executive Council
 - a. A section for “Other Activities Box” should be added on the template.
 - b. After review was done by the Council, the VPBAA moved to approve, seconded by the EVP. The motion was carried unanimously by the majority.

DECISION

With the minor modifications, the Assessment Report Template for the Committees of the Executive Council was approved.

- c. The Executive Council decided on a due date for each Standing Committee's Assessment Report and RSAs.
 - i. Assessment Reports will be due on the first Standing Committee meeting in August.
 - ii. The Standing Committees RSAs are due in September.
 1. The VPBAA moved to approve the due dates, seconded by the EVP. The motion was carried successfully by the majority.
- DECISION**
- The set deadlines for the Standing Committees' RSAs and Assessment Reports were approved.**
- iii. In addition, the Secretariat Officer is to do EC's Assessment Report before the due date in August.
7. ITC Assessment Report AY 2019-2020
 - a. The Faculty President suggested that ITC and all the Standing Committees meet six times a year.
 - b. The EVP moved to approve the ITC Assessment Report AY 2019-2020 with the suggestion of meeting six times a year. The VPBAA seconded the motion, and the motion was carried unanimously by the majority.



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DECISION

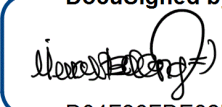
The ITC Assessment Report AY 2019-2020 was approved, as presented.

The suggestion of having ALL the Standing Committees to meet six times a year was approved.

ADJOURNMENT

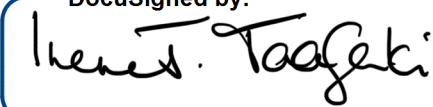
The Executive Council's *second* meeting for the month of April 2021, was adjourned at 12:48 p.m.

Submitted By:

DocuSigned by:

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Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

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President Dr. Irene J. Taafaki
Chairperson, Executive Council

Approval Date:

May 12, 2021

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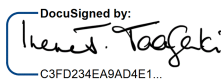
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