



Executive Council
11:10am August 4, 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 via Zoom

Vice President of the Land Grant

Adedayo Ogunmokun

Faculty Senate President

Desmond Doulatram (Not Present)

Faculty Representative

Ruthy Maun

Staff Senate President

Christian Nipp

SBA Representative

The Executive Council's *first* meeting for August 2021, was called to order by the Chair, President Dr. Taafaki at approximately 11:10 a.m., followed by an opening prayer from the Faculty Senate President.

MINUTES

The minutes from the previous meeting for July 21, 2021 were reviewed.

Approval:

With the minor modifications, a motion was made by the FSP to approve the MINUTES, seconded by the VPASA. The motion was carried out by the majority with no abstentions.

UPDATE FROM THE PRESIDENT

1. FEDERAL

- a. On July 30 the US Department of Education (ED) [announced](#) the release of \$3.2 billion in additional emergency grants under the Higher Education Emergency Relief Fund (HEERF). The purpose of these funds is to help historic and under-resourced institutions develop programs that expand opportunity for all students, including those aimed at engaging disconnected students, expanding mental health services and improving retention rates. The allocation table



indicates **\$3,110,589** for CMI. The parameters for the use of this additional grant remains the same.

- b. The President has tasked the VPBAA to meet with the Grant Coordinator and the Director of the Financial Aid Office in regards to providing a breakdown on the previous fundings to be presented in the next SLT meeting on August 11, 2021.

DECISION

The breakdown of CARES/HEERF funding will be shared with the Council at the next EC meeting on August 18, 2021.

2. REGIONAL

a. ACCJC

i. Fiscal Report Extension Request

1. The ACCJC has accepted CMI's request for an extension of the submission of the FY 2020 Report that was due in June 2021. This is pending due to the delay by Deloitte in completing the FY2020 audit.

b. PPEC

- i. The next meeting of college/university Presidents will be on August 11, 2021.
- ii. President Tellei of PCC has informed CMI about the sad circumstances of the death of a Marshallese PCC student, who passed away over the weekend in a car accident.

c. REL-Math Transition Coaching

- i. The President shared with the Council of the Math Placement progress.
- ii. The President also met with the STEM department and discussed ways forward in completing the 2019 MOU terms, which included stipends being submitted to the PSS Commissioner on July 22, 2021.
- iii. The President has tasked the VPASA to work with the STEM department in regards to the conditions of the new MOU.
 1. The conditions of the 2019 MOU must be met and completed for the new MOU to move forward.

3. NATIONAL

a. JEMFAC

- i. The President and the VPBAA attended the 2nd JEMFAC Internal Meeting with the Minister of Foreign Affairs on July 28, 2021, prior to the annual JEMFAC that took place on July 30, 2021 at CMI.

b. MoHHS

- i. The President and the NTC officials met with the MoHHS in support of the Nursing Internship Program.
 1. The Nursing students began their internship on July 26, 2021, partially supported by the AHEC funding.

**c. Improving the Quality of Basic Education (IQBE)**

- i. The CMI IQBE Implementation Plan for 2021 is \$200,023.79 (an increase of \$50K) including Hands on Math Lab.
- ii. The President will meet with the Education Department's IQBE Team on Friday, August 6, 2021.

d. Arrak

- i. The President shared with the Council that a Notification of Termination has been delivered to the distinguished parties included in the MOA on August 2, 2021. The date of Termination has been extended, following the request received from NDC, to December 31, 2021. A draft Temporary Land Use Agreement, to be effective from January 1, 2022, has been sent to the Chief Secretary for her comments.
 1. During a July 22, 2021, meeting with DCS Abacca Anjain and Dr. Robert Underwood, the revision to the original termination date of August 1, and the current arrangement was discussed.
 - a. As a result, one of the dormitories will be returned for CMI use.
 - b. A reconfiguration of the fencing was agreed upon.

e. Vaccination

- i. The National vaccination rate was shared with the Council by the President.
 1. In support of improving the vaccination rate, \$100 will be awarded to each CMI Fall Semester student that has been vaccinated.
 - a. The President suggested the EVP task the Community Liaison, Public Logistics Officer to arrange with the MoHHS possible vaccination schedules for the CMI Fall Semester students.

f. MCST Board

- i. The MCST Board meeting will be held on August 11, 2021.
- ii. The President shared MCST's hosting "online webinars" in conjunction with the RMI Embassy in Suva, in preparation towards a funding application to the Green Climate Fund.

4. INTERNAL**a. Audit 2020**

- i. The FY 2020 audit is ongoing.

b. Budget

- i. The final national budget will be submitted to Cabinet on Thursday, August 5, 2021.

c. CMI Maritime



5.
 - i. There were 3 meetings with the World Bank officials during the last week of July 2021.
 - ii. There was only one possibly eligible applicant for the Curriculum Specialist post.
- b. Board of Regents**
 - i. The 3rd Quarter Meeting will either be August 31, 2021 or September 7, 2021.
 - ii. CM067 (2020)
 1. As per CM067 (2020), there will be 2 new appointed Board members.
 - a. Salome Andrike to replace Mark Stege
 - b. Cutty Wase to replace Claire Loek
- c. New Student Orientation**
 - i. The New Student Orientation will be August 11, 2021.
- d. The Faculty Symposium**
 - i. The Faculty Symposium will be August 6, 2021.

MATTERS to be REVIEWED/ADOPTED

1. ***Proposed Revisions to Admissions Procedures*** - VPASA
 - a. After careful consideration, the VPASA moved to approve the ***Proposed Revisions to Admissions Procedures***, seconded by the VPBAA. The motion was carried successfully by the majority with no abstention.
 - i. The VPLG volunteered to translate the approved Admissions Procedures from English to Marshallese.

DECISION

The Revisions to the Admissions Procedures were approved as presented.

2. ***Proposed CMI Policy 331 Student Bank Accounts*** - VPASA
 - a. After being meticulously reviewed, the FSP made a motion to approve the ***Proposed CMI Policy 331 Student Bank Accounts***, seconded by the EVP. The motion was approved by the majority with no abstentions.

DECISION

The Proposed CMI Policy 331 Student Bank Accounts, was approved with minor modifications.

3. ***Industry Advisory Committees Guidelines*** - VPASA



- a. The Chairperson allowed the Council members to have their “first read” on the document.
4. **Activity Updates - VPLG**
 - a. Due to the interest of time, the Chairperson recommended the Council members to review the Activity Updates online.
5. **Budget Committee RSA (Revised) - VPBAA**
 - a. The VPBAA shared with the Council the establishment of the 2 subcommittees under the Budget Committee, as a way forward in meeting the [College Requirements](#), identified by the ACCJC Team, by October 1, 2022. The 2 subcommittees are:
 - i. Policy & Procedural Review Subcommittee
 - ii. Financial & Budget Control and Audit Risk Subcommittee
 - b. After being carefully reviewed, the FSP moved to approve the **Budget Committee RSA for AY 2021-2022**, seconded by the Staff Senate President. The motion was adopted unanimously by the majority with no abstention.

DECISION

The Budget Committee RSA for AY 2021-2022 was approved with minor modifications.

6. **Student Government Association By-Laws - SBA Representative**
 - a. Due to the interest of time, the SGA By-Laws were deferred to the next EC meeting on August 18, 2021.
7. **Internships, Apprenticeships, and Career Opportunities Taskforce - VPASA**
 - a. The Chairperson suggested omitting the word “Taskforce,” in which the SBA Representative suggested a title change to, “**Career, Internships, Apprenticeships, and Opportunities (CIAO) Planning Guide.**”
 - b. The title change was considered and agreed by the Council members.
 - c. The SBA Representative made a motion to approve the **Career, Internships, Apprenticeships, and Opportunities, (CIAO) Planning Guide**, seconded by the EVP. The motion was passed successfully by the majority with no abstentions.

DECISION

The Career, Internships, Apprenticeships, and Opportunities (CIAO) Planning Guide was approved with the recommended changes.

OTHER MATTERS ARISING

1. **Proposal to Update Student Financial Aid Policy and Procedures Manual**
 - a. This was deferred to allow ample time for the Council to review.



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ADJOURNMENT

The Executive Council's *first* meeting for August 2021 was adjourned at 12:47 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:

August 18, 2021