



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

Accredited by the Western Association of Schools and Colleges

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

**Executive Council
11:10am March 2, 2022
BoR Conference Room**

MINUTES

Present

Dr. Irene J. Taafaki

Chairperson/President

Members

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

Ruthy Maun

Staff Senate President

Alvin Page (Not Present)

Faculty Senate President

Rebecca Raab

Faculty Senate Representative

Christian Nipp (Not Present)

SGA President

The meeting was called to order by the Chairperson/Madam President Dr. Taafaki at approximately 11:17 a.m.

The recitation of the mission was read by the EVP, followed by a silent prayer by the EC members.

I. REVIEW OF THE PREVIOUS MEETING MINUTES

A. February 16, 2022

1. After reviewing the MINUTES of February 16, 2022, the VPASA made a motion to approve, seconded by the VPBAA. The motion was successfully passed with one abstention by the Executive Council.

DECISION

With the minor correction, the minutes of the meeting held, on February 16, 2022, was approved, as read.

B. Matters Arising from the Minutes



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1. The VPASA followed up on the EC recommendation for the Participatory Task Force to convene to conduct training on how “substantial voice” can be exercised at CMI.
 - a) The EVP confirmed that the recommendation is still moving forward and will be discussed in the next IEC meeting on March 9, 2022.

II. UPDATE FROM THE PRESIDENT

A. Federal

1. NIFA Insular Webinar

- a) The President informed the EC members of the Grant Coordinator’s involvement in the webinar and possible grant opportunities resulting from the webinar in regards to Agriculture teaching, facilities, and research.

2. The Emergency Response Unit (ERU)

- a) CMI will attend the meeting on March 9, 2022 at 7:00a.m.
 - (1) The ERU plans to provide technical assistance sessions on the Supplemental Support that’s under the American Rescue Plan funding opportunity.

B. Regional

1. IOA-LSAMP

- a) A meeting was held yesterday, March 1, 2022, for the governing board. The President briefly shared the meeting discussions with the EC members.

2. REL

- a) The President shared REL’s appointment of Dr. Lisa Jones, a new member of the REL Pacific Islands project team.

3. ‘Ad Hoc’ Consultation

- a) The President, the Minister of MoEST, the Minister of Education in Palau, and the Acting President of COM in Palau, were scheduled to meet today, March 2, 2022, at 3:00p.m., in regards to the Land Grant’s goals and the retirement of Dr. Singeru.

C. For more of the President’s Report:

https://docs.google.com/document/d/1s2v_AG54F4g_0z3-ZilTnjaGAqjaUoi7/edit

III. MATTERS FROM THE PREVIOUS MEETINGS



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A. Financial Wapepe

1. The President followed up on the Financial Wapepe and stressed the importance of approving it before the BoR meeting.
 - a) Due to the reason that the BoR meeting was scheduled for March 18, 2022, a Special EC meeting will be called on by March 16, 2022, to review and finalize the *Financial Wapepe*.

B. Email Bulk Procedures

1. The VPBAA presented the *Email Bulk Procedures* to the Executive Council members.
2. EC Recommendations:
 - a) EC recommended adding: "...or Associate Dean of Instructional Quality and Innovation"
 - b) EC recommended changing, "e-mail" to "email"
 - c) Modifying the 3rd and 4th bullet points:
 - (1) 3rd Bullet Point - "*Email related to any political statements, expression of personal opinions, or to gain support for an issue.*"
 - (2) 4th Bullet Point - "*The conduct of personal business, unauthorized fundraising or solicitation through the sale of merchandise/services or charitable donations.*"
 - d) The EC members discussed the CMI Navigator's Facebook group page.
 - (1) Although there are internal guidelines, the VPASA emphasized the importance of having a Social Media Policy in place for the College.
3. After careful consideration, the VPASA moved to approve the Email Bulk Procedures. The motion was seconded by the EVP, and it was successfully passed by the majority with no abstentions.

DECISION

With no corrections, the *Email Bulk Procedures*, were approved, as presented.

IV. NEW MATTERS ARISING

A. Certificate of Completion in Automotive Service Technology - Program Document 2022

1. The VPASA presented the course outline for the program, along with the Kwajalein Training Needs Assessment February 2021.
2. The program will be offered on Ebeye, Kwajalein, and CMI will collaborate closely with the Kwajalein Atoll Local Government.



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3. After being thoroughly reviewed, the VPBAA made a motion to approve, seconded by the EVP. The motion was passed unanimously by the majority with no abstentions.

DECISION

With no objections, the *Certificate of Completion in Automotive Service Technology - Program Document 2022*, was approved, as read.

B. CC Automotive Service Technology_2022 Budget Projection

1. After reviewing the Summary carefully, the VPBAA moved to approve, seconded by the EVP. The motion was passed successfully by the majority with no abstentions.

DECISION

With no modifications, the *CC Automotive Service Technology_2022 Budget Projection*, was approved, as presented.

C. Registration Policy No. 330

1. The VPASA presented the policy to the EC members.
2. The VPBAA made a motion to approve, seconded by the VPASA. The motion was unanimously passed by the majority with no abstentions.

DECISION

With no objections, the *Registration Policy No. 330*, was approved as read.

D. Student Rights Policy No. 309

1. Due to the reason that the policy brought forth for the EC's consideration was a new policy, it was recommended and agreed by the majority to have their "first read" of the document.
2. The EC members wanted to ensure that the policy be reviewed by the respective participatory governance senate groups.
 - a) The Faculty Senate Representative questioned the process of documents brought forth for each standing committee's review before they're submitted to the Executive Council.
 - (1) The EVP clarified that any document submitted to EC and its standing committees should be shared by each respective group's representative.



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- (a) For reference, a Participatory Governance Handbook has been developed and a Secretariat Officer's Handbook is in the process of being developed.
- (2) The SSP stated the difficulty of understanding the policies.
3. The EC Chairperson/President recommended that the SGA President shares and reviews the policy with the SGA and the students.
 4. The EC Chairperson/President also suggested that the policy name be changed to, "**Student Rights and Responsibilities Policy**," to which there was no objection from the Council members, as the majority agreed.

V. ADJOURNMENT

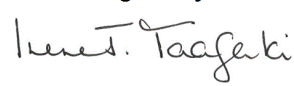
The Executive Council's *first* meeting for March 2022, was adjourned at 12:17p.m.

Submitted By:

DocuSigned by:

D04F36FDE82B468...

Meria N. Bollong
Secretariat Officer, EC

Concurred By:

DocuSigned by:

C3FD234EA9AD4E1...

President Dr. Irene J. Taafaki
Chairperson, Executive Council

Approval Date:

March 16, 2022