





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

1. The Chairperson/President inquired on the Council member's opinion on the meetings when the EC should receive reports from the Chairs of the respective EC's Standing Committees.
  - a) The VPBAA suggested that VPs should provide their update reports during EC's Reports/Issues meetings.

### **DECISION**

**Standing Committee reports will be included on the agenda for each meeting at which issues are presented to the Executive Council.**

2. The Chairperson/President clarified to the EC that matters could always be part of the agenda items as long as a request is submitted in reasonable time prior to each meeting, and requested that:
  - a) EC's meeting agendas will be sent out before 5:00pm on the Friday prior to the scheduled EC meeting dates.
  - b) Starting next EC's meeting on May 4, 2022, all the proposed agenda items must be forwarded for the Chairperson/President's review before the agenda is disseminated to the Executive Council members.
3. The Chairperson/President provided information regarding the Pacific Media Institute's upcoming Journalism Training, scheduled to be held at CMI in June 2022.
4. The Staff Senate President requested for the meeting MINUTES to be translated to Marshallese.
  - a) The Chairperson/President confirmed that the approved MINUTES will be forwarded by EC's Secretariat Officer to the Translator.
5. In regards to the new birth of the Translator's child, the Chairperson/President, along with the majority of the EC members, recommended that a congratulatory basket be sent to the Translator, on behalf of the CMI Community.
  - a) The Community Liaison, Protocol, and Logistics Officer will ensure that the recommendation is carried out.

## **II. UPDATE FROM THE PRESIDENT**

### **A. Federal**

1. The President shared with the Council members the submission of the following grants:
  - a) TAP Grant
  - b) EDA Grant





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- a) The Marshall Islands Mayor's Association (MIMA), had requested a presentation from CMI for Friday, April 22, 2022, at 1:00pm - 2:00pm.
  - (1) The President and SLT will prepare CMI's presentation to the MIMA.
    - (a) Like the previous year, the President recommended that the MIMA be invited to the CMI Uliga campus as a way to convey its appreciation, especially in regards to the DE Centers.
3. **ADB: Social Protection Project**
  - a) The President shared briefly in regards to the **ADB: Social Protection Project**.
4. **Pacific Media Institute**
  - a) The President elaborated more on the upcoming Pacific Media Institute's Journalism Training at CMI, which will be held on June 13-24, 2022.
    - (1) The VPASA added that there will be an information's session for students prior to the training's starting date.
5. **CMI Retreat**
  - a) According to the President, a CMI Retreat was scheduled to be held at the MIR on April 29, 2022.
6. **Jaki-Ed**
  - a) An upcoming exhibition event has been scheduled for September 2022.
7. **Board of Regents**
  - a) The President, along with the BoR's Chairperson, met with the Minister of Education on April 19, 2022.
  - b) The discussions included:
    - (1) New BoR Membership
    - (2) Cyber Byte Foundation
      - (a) The Minister of Education is scheduled to meet with the U.S. Ambassador, regarding the Cyber Byte Foundation before the end of the week.
8. **Audit Update: Single Audit Submission**
  - a) The VPBAA shared with the EC members that the Single Audit Submission had been accepted by the Federal Audit Clearinghouse on April 17, 2022.
  - b) As per the VPBAA, CMI now had available funds of \$3.2M.
9. **CMI Maritime**



- a) The President informed the EC members of the Dean of WAVE's meeting with the JICA Consultant for COM-FSM's Maritime Program.

#### 10. Recruitment, New Employees and Repatriation

- a) The President updated the EC members in regards to CMI's Recruitment, New Employees and Employees in the Repatriation Program.
- b) The President also shared HRC's approval of the *PeopleAdmin's* proposal for an expanded *HRIS System*.

#### 11. Santo/Kwajalein Consultations

- a) The consultations, regarding Santo and Kwajalein, were discussed by the President, Minister of Education, and the BoR Chairperson during their meeting yesterday, April, 19, 2022.
  - (1) As a result of the meeting, the consultation visits will occur during the CMI graduation on Ebeye on May 31, 2022.

#### D. For more of the President's Report: [Click Here](#)

### III. Accreditation

#### A. ALO

1. The ALO shared the following standard for the EC Council members to review and discuss:
  - a) **Standard IV.A.5**
    - (1) Through its system of board and institutional governance, the institution ensures the appropriate consideration of relevant perspectives; decision-making aligned with expertise and responsibility; and timely action on institutional plans, policies, curricular change, and other key considerations.
  - b) The following were carefully considered and discussed by the EC members in relevance to the standard:
    - (1) The EC's Standing Committee's importance in meeting when scheduled.
    - (2) The EC's Standing Committees' membership's attendance should be monitored carefully.
    - (3) The EC members discussed if there was a need to change the chairmanships and memberships of the Standing Committees.
    - (4) There should be training in regards to participatory governance, especially to the Standing Committee senate members.



(5) The EC members also discussed thoroughly the need for an external opinion in regards to the structure of CMI's "board and institutional governance."

2. For more of the ALO's Report: [Click Here](#)

#### IV. Reports & Issues

##### A. SGA

1. The SGA President shared the ongoing rat problem on the Uliga campus, particularly in the area close to the SGA Center and Gym.
  - a) The ongoing issue has been reported to the VPBAA.
    - (1) The EC members discussed the importance of keeping the campus clean.
    - (2) VPBAA confirmed that the use of additional traps is currently being addressed by the Physical Plant department.

##### B. EVP

1. The EVP updated on the following:
  - a) The Assessment Handbook was in the process of being reviewed by the IEC.
  - b) The review of the CMI administrative processes of CMI was one of the discussions in the IEC which had been carried forward to SLT where the President had recommended the need for an external consultant to carry out an Administrative Review.
  - c) The timeline for completing the approval by EC and BoR, and the request for substantive change to ACCJC for the new degree *Agroforestry Education for Health and Sustainable Livelihoods*. Since the date for submission to ACCJC is April 24, this was recognized as unfeasible. However the individual General Education Courses within the Program, may be offered in the Fall Semester 2022.
  - d) The submission of the EDA Proposal was also shared by the EVP.

##### C. VPASA

1. For the VPASA's Report: [Click Here](#)
2. The submission of the request for Substantive Change for the Kwajalein Campus was noted with appreciation.

##### D. VPBAA

1. The VPBAA shared with the EC members that an email communication will be sent to the CMI Community in regards to the CMI buses.
  - a) The buses will be servicing the Staff/Faculty and their dependents starting Monday, April 25, 2022.



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- (1) A bus schedule will be shared by the Assistant Director of Physical Plant (Electrical & Mechanical Maintenance Unit).
- (2) Information sessions were scheduled for Thursday and Friday, April 21-22, 2022, at 11:00am.
  - (a) The new buses will also start servicing students on Monday, April 25, 2022.
  - (b) Wifi devices will be installed on the buses no later than Friday, April 22, 2022.
  - (c) GPS will also be installed on the buses.
2. In the interest of time, the VPBAA will share his written report in the EC folder.

#### **E. VPLG**

1. For the VPLG's Report: [Click Here](#)

#### **F. Faculty Senate**

1. As per the Faculty Senate President, there were no issues from the Faculty Senate.

#### **G. Staff Senate**

1. The Staff Senate President reported to the EC regarding the Staff Senate's fundraising during the CMI Foundation Day week long events.
  - a) The EC applauded the efforts of the Staff Senate for raising \$3,561.45.

### **V. Matters from the Previous Meeting**

#### **A. Prioritized Budgeted Program Review Initiatives Cycle 1**

1. The document was presented by the EVP for the final reading.
2. The VPASA made a motion to approve the *Prioritized Budgeted Program Review Initiatives Cycle 1*, seconded by the VPBAA. The motion was passed unanimously by the majority with no abstentions.

#### **a) DECISION**

- (1) **Having no modifications, the *Prioritized Budgeted Program Review Initiatives Cycle 1*, was approved, as presented.**

### **VI. New Matters Arising**

#### **A. Justice - Impacted Students**

#### **B. WorkKeys Assessment\_CMI Placement**

#### **C. Communicable Disease Policy for Students**

#### **D. IT Policy and Procedure Handbook**

1. **Old IT Policies and Procedures Manual (For Information)**



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The agenda items from **VIA-D**, were deferred, giving the members their “first read” for the documents. The items will be reviewed and tabled in the next EC meeting on May 4, 2022.

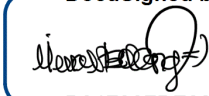
**VII. Adjournment**

The Executive Council’s *second* meeting for April 2022, was adjourned at 12:30p.m.

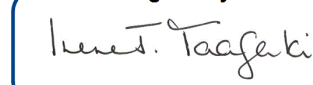
Submitted By:

Concurred By:

Approval Date:

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Meria N. Bollong  
Secretariat Officer

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President Dr. Irene J. Taafaki  
Chairperson, Executive Council

May 4, 2022