



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
11:10 a.m., February 28, 2023
BoR Conference Room**

MINUTES

Members:

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

Faculty Senate President

Darren Dillman

Faculty Senate Representative

Faith M. Lanwi

SGA President

The meeting was called to order by the President at 11:02 a.m, followed by the mission statement being recited by the Staff Senate President.

The Chairperson/President asked that the Executive Council's meeting start off with a prayer from the VPLG.

I. Review of the Previous Meeting Minutes

a. February 1, 2023 (Draft)

- i. After reviewing the MINUTES of February 1, 2023, the VPASA made a motion to approve, seconded by the VPBAA. The motion was successfully passed by the Executive Council, with one abstention.

DECISION

The minutes of the meeting held, on February 1, 2023, were approved, as read.

A. Matters Arising from the Minutes



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1. There were no matters raised from the minutes.

II. Update from the President

A. Federal

1. The President informed the EC members regarding the notification of approval to participate in the *Federal Student Financial Aid Programs OPE ID 03022400*
 - a) The Federal Supplemental Education Opportunity Grant (FSEOG) was briefly discussed by the EC members.

B. Regional

1. Workforce Development
 - a) Information, regarding the workforce development programs in the FSM and the RMI, was shared by the President.
2. ACCJC
 - a) The President shared the ACCJC's Dr. Kevin Botenbal's successful visit to the RMI, specifically, the CMI Majuro campus and the Kwajalein campus.
 - b) The President informed the EC members regarding her upcoming site visit to the Palau Community College, scheduled for March 14th-20th 2023.
 - (1) The VPBAA's upcoming site visit to the COM-FSM, was also shared by the President.
3. PPEC
 - a) On April 11th to 15th 2023, an Island Sustainability Conference will be held, hosted by the PPEC.
 - b) The President shared information from the PPEC's meeting the previous week with the EC members. Some of the informations were:
 - (1) The 80% first year dropout rate for the Polynesian students transitioning to the US for educational purposes
 - (2) Dr. Theresa Koroivulaono's new role as President of the COM-FSM
 - (a) President Koroivulaono had requested to meet with President Taafaki in regards to CMI's progress in terms of leveraging technology.
 - (i) The meeting had been scheduled for the following week.

C. National

1. MCST



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- a) The President urged the EC members to explore the following link:
<https://www.newsroom.co.nz/pacific-push-to-decarbonise-the-shipping-industry>.
 - b) The President shared updated information regarding the Grimm Family Education Foundation.
 - c) The President informed the EC members regarding her meeting with the RMI Ambassador to Korea, Hon. Albon Ishoda, on February 14, 2023.
2. IQBE
- a) As per the President, CMI had already submitted its 31-months budget.
 - b) The ADB Director General and the IQBE Project Manager will visit the RMI on March 13, 2023.
 - (1) A soft opening of the Math Lab has been scheduled to occur during the ADB Team's visit.

D. Internal

1. Recruitment Update
 - a) The President shared updates regarding staff/employee recruitment.
2. Employee Conference Attendance
 - a) The President urged the Vice Presidents to ensure staff/employees attending conferences return back and provide a report, mentioning recommendations gained from the conference they had attended.
3. Pacific Sustainability Readers
 - a) The President shared the launch of the Pacific Sustainability Readers that occurred on February 27, 2023.
4. CMI Maritime Center
 - a) Program and course Development
 - (1) The opening of the GIZ facilities on February 7, 2023, was shared by the President.
5. College and Community Engagement Activities and Events
 - a) The President shared the following upcoming events with the EC members:
 - (1) Farewell Dinner
 - (a) According to the President, a farewell event was to be held for the HR Director and the FAO Director on Friday, March 3, 2023, hosted by the SLT and the Staff Senate.
 - (2) National Employment Seminar



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(a) The seminar had been scheduled for March 2nd and 3rd, 2023.

(3) International Women's Day

(a) The event had been scheduled for March 8, 2023.

E. For more of the President's Report, [click here](#).

III. Matters Arising from the Previous Meeting

A. 8.3.3 Faculty Fast Track Policy (Suggested Revisions)

1. The EC carefully reviewed the term *Majol Mokta*.
2. The policy sections were thoroughly reviewed by the Executive Council, specifically, the following sections:
 - a) *Purpose*
 - b) *Minimum Qualifications*
 - c) *Recruitment, Interview and Selection*.
3. The EC recommended that the HRC review the *Majol Mokta Employee Agreement*.
4. After being thoroughly reviewed, the VPASA moved to approve the 8.3.3 Faculty Fast Track Policy (Suggested Revisions). The motion was seconded by the VPBAA and was passed successfully, by the majority, with no abstentions.

a) **DECISION**

- (1) **With no modification, the 8.3.3 Faculty Fast Track Policy (Suggested Revisions), was approved, as presented.**

IV. New Matters Arising

A. TITLE IX Policy (FINAL DRAFT) (Approved by the EMC on Feb. 16. 2023)

1. Copy of Respondents Rights and Information (Final Draft)
2. Copy of FILING OPTIONS (FINAL DRAFT)
3. Copy of COMPLAINANTS RIGHTS (FINAL DRAFT)
4. Copy of Filing Complaint Form
 - a) The EC members were given their "first read" regarding the TITLE IX Policy (FINAL DRAFT) and its four forms.

B. DRAFT Policy 310: Admission (Approved by the EMC on Feb. 16. 2023)

1. The EC thoroughly discussed the section *International Student*.
2. After being carefully reviewed, the Faculty Senate President moved to approve the DRAFT Policy 310: Admission. The motion was seconded by the EVP and successfully passed by the majority with no abstentions.

a) **DECISION**



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(1) **With no modifications, the DRAFT Policy 310: Admission, was approved, as projected.**

(a) **It was agreed by the majority of the EC members, that the approved DRAFT Policy 310: Admission, be forwarded for the BoR's review and consideration.**

C. For Approval from the Curriculum Committee:

1. Deck and Marine Engineering 2023 Budget Projections (Approved by the Budget Committee on Feb. 17, 2023)
 - a) The Faculty Senate President moved to approve the Deck and Marine Engineering 2023 Budget Projections, as the motion was seconded by the VPLG. The motion was successfully passed by the majority, with no abstentions.

(1) **DECISION**

(a) **With no corrections, the Deck and Marine Engineering 2023 Budget Projections, was approved, as presented.**

2. CC in Rating Forming A Part of an Engine Room Watch Program Documents
3. CC in Rating Forming Part of a Navigational Watch Program Documents
 - a) The Faculty Senate President made a motion to approve the CC in Rating Forming A Part of an Engine Room Watch Program Documents and the CC in Rating Forming Part of a Navigational Watch Program Documents. The VPBAA seconded the motion, as the motion was approved by the majority, with no abstentions.

(1) **DECISION**

(a) **Having no modifications, the CC in Rating Forming A Part of an Engine Room Watch Program Documents and the CC in Rating Forming Part of a Navigational Watch Program Document, were approved, as projected.**

4. The President commended the Curriculum Committee for the development of the Deck and Marine Engineering 2023 Budget Projections, CC in Rating Forming A Part of an Engine Room Watch Program Documents, and the CC in Rating Forming Part of a Navigational Watch Program Documents.



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D. IRB Policy Procedures - Revision (2) (Approved by the Budget Committee on Feb. 17, 2023):

1. The EVP moved to approve the IRB Policy Procedures - Revision (2). The motion was seconded by the VPBAA, and was successfully passed, by the majority, with no abstentions.

a) **DECISION**

- (1) **The IRB Policy Procedures - Revision (2), was approved, as presented.**

E. Revised HRC RSA 022123 (Approved by the HRC on Feb. 21, 2023)

1. The President shared the revisions made to the Revised HRC RSA 022123, with the EC members.
2. The VPLG made a motion to approve the Revised HRC RSA 022123, as the VPBAA seconded the motion. The motion was successfully passed by the majority, with no abstentions.

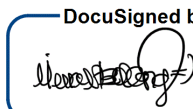
a) **DECISION**

- (1) **With the minor modifications, the Revised HRC RSA 022123, was approved, as presented.**

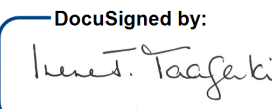
V. Adjournment

The Executive Council's *second* meeting for February 2023, was adjourned at 12:34 p.m.

Submitted By:

DocuSigned by:

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 Meria N. Bollong
 Secretariat Officer

Concurred By:

DocuSigned by:

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 President Dr. Irene J. Taafaki
 Chairperson, Executive Council

Approval Date:

March 15, 2023