



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 August 3, 2022
BoR Conference Room**

MINUTES

Members:

Dr. Irene J. Taafaki

Chairperson/President

Members

William Reiher

Acting President/Executive Vice President

Dr. Elizabeth Switaj

Vice President for Academic and Student Affairs

Stevenson Kotton

Vice President for Business and Administration Affairs

Ruthy Maun

Staff Senate President

Alvin Page

Faculty Senate President

Darren Dillman

Faculty Senate Representative

Lucky Laik (*Not Present*)

for SGA President

Attendees via ZOOM

Stanley Lorennij

Vice President of the Land Grant

The meeting was called to order by the President at 11:15 a.m, followed by the mission statement being recited by the Faculty Senate President.

An opening prayer was given by the Staff Senate President.

I. REVIEW OF THE PREVIOUS MEETING MINUTES

A. July 20, 2022

1. After reviewing the MINUTES of July 20, 2022 , the Executive Vice President made a motion to approve, seconded by the Vice President of Business and Administration Affairs. The motion was successfully passed by the Executive Council.

DECISION

With no corrections, the minutes of the meeting held, on July 20, 2022, were approved, as read.

B. Matters Arising from the Minutes



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1. There were no matters arising from the minutes.

II. Update from the President

A. **Federal**

1. The President briefly informed the Council members of information, received in the morning of August 3, 2022, regarding a new grant. .

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

III. Matters from the Previous Meeting

A. [Work Study Handbook \(Draft\)](#)

1. After having their final review, the VPBAA moved to approve the *Work Study Handbook*, seconded by the EVP. The motion was passed by the majority with no abstentions.

- a) **DECISION**

- (1) **With no modifications, the drafted *Work Study Handbook*, was approved.**

- (a) Per information and reference, the *Work Study Handbook*, was to be forwarded to the BoR.

IV. New Matters Arising

A. [Graduation Policy No. 367](#)

1. The VPASA presented the *Graduation Policy No. 367*, per the EC members' review, forwarded by the Enrollment Management Committee.

- a) The EC Chairperson/President recommended that the policy be shared with all the respective senate groups and allowed the EC members' their "first read" of the policy.

B. [CMI Social Media Policy](#)

1. Forwarded from the ITC for the EC's review and consideration, the VPBAA presented the CMI Social Media Policy.

- a) The EC discussed and clarified who the "social media administrator" was referred to in the policy.
- b) The comments made to the document were discussed by the Executive Council.
- c) After the clarifications were made, the Chairperson/President allowed the members' their "first read" of the document and to also allow them to share the document with their respective senate groups.

C. [Data Governance Policy](#)

1. As forwarded by the IEC, the *Data Governance Policy* was presented by the EVP.

- a) The Chairperson/President recommended that the language of the "Policy Statement" be relooked and changed.



- b) The Chairperson/President recommended a “first read” of the document and suggested that it be brought back for the EC’s review and consideration on September 7, 2022.

D. Certificate of Completion - Community Health Outreach Worker (CC-CHOW) and Certificate of Completion in Outer Atoll Health Assistant (CC-OAHA)

1. Curriculum

- a) After the VPASA presented the *Curriculum* for the Certificate of Completion for the Community Health Outreach Worker Program, the VPBAA moved to approve, seconded by the Faculty Senate Representative. The motion was successfully passed by the majority with no abstentions.

(1) **DECISION**

- (a) **With no corrections, the *Curriculum* for the Certificate of Completion for the Community Health Outreach Worker Program, was approved.**

- (i) The *Curriculum* for the Certificate of Completion for the Community Health Outreach Worker Program, was to be forwarded for the BoR’s review and consideration.

2. CC -CHOW and CC- OAHA Articulated Budget Projections

- a) The VPASA also presented the *CC- CHOW and CC- OAHA Articulated Budget Projections*, for the EC members.
- b) After a thorough review, the VPBAA made a motion to approve, seconded by the Faculty Senate Representative. The motion was passed unanimously by the majority with no abstentions.

(1) **DECISION**

- (a) **With no modifications, the *CC-CHOW and CC-OAHA Articulated Budget Projections*, were approved.**

- (i) The *CC-CHOW and CC-OAHA Articulated Budget Projections*, were to be forwarded for the BoR’s review and consideration.

E. New Recommended Fees

- 1. The VPASA presented the *New Recommended Fees* to the EC members.
 - a) After being carefully reviewed, the VPBAA moved to approve, seconded by the EVP. The motion was passed successfully by the majority with no abstentions.



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(1) **DECISION**

(a) **Having no changes, the *New Recommended Fees*, were approved..**

(i) As per the Chairperson/President, the *New Recommended Fees*, will be shared with the BoR, per their perusal and reference.

F. [Recommendation Upward Fee Adjustments 2022](#)

1. The VPBAA presented the *Recommendation Upward Fee Adjustment 2022*, to the EC members.

a) The VPBAA thoroughly informed and explained to the EC members the fee adjustments.

b) EC Recommendations: Change “dorm” to “residence hall.”

(1) After being carefully reviewed, the EVP moved to approve the *Recommendation Upward Fee Adjustments 2022*. The motion was seconded by the VPASA, as the motion was passed unanimously by the majority with no abstentions.

(a) **DECISION**

(i) **With the minor modifications, the *Recommendation Upward Fee Adjustments 2022*, was approved.**

(a) The *Recommendation Upward Fee Adjustment 2022*, was to be forwarded onwards to the BoR, per their review and consideration.

G. [Institutional KPI Discussion & Suggestions for Intervention](#)

1. As it was approved by the IEC, the EVP presented the *Institutional KPI Discussion & Suggestions for Intervention*.

a) The EC members discussed thoroughly the first “**Suggested Intervention**”: *Scale up the 8-week modules. Suggest the following targets: 50% by spring 2023, 75% by fall 2023, all sections without a specific reason to remain 16-week by fall 2024.*

b) The EVP shared each of the “**Suggested Interventions**” with the EC members.

(1) The Chairperson/President recommended that the document be shared with the respective senate groups.

H. [Recommended Student KPIs](#)

I. [DRAFT Follow-Up Report to ACCJC](#)

V. [Other Matters for Information](#)




- A. The Staff Senate President inquired in regards to the scheduling of the academic year, specifically the scheduling of the ending of the Summer Semester 2022 and the beginning of the Fall Semester 2022.
1. The VPASA clarified and explained the occurrence regarding the SSP's inquiry.

As per the EC Chairperson/President, the agenda items **4A-4C** and **4G-4I**, should be shared with the respective senate groups for their final review and information, and would be brought back for the Executive Council's final review and consideration on September 7, 2022.

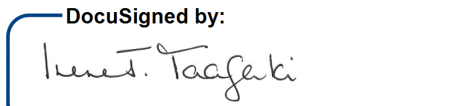
VI. Adjournment

The Executive Council's *first* meeting for August 2022, was adjourned at 12:40p.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:

September 7, 2022



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