



CMI

Executive Council

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

Fax: (692) 625-7203

Email: ec@cmi.edu

**Executive Council
11:10 a.m., November 15, 2023
BoR Conference Room**

MINUTES

Members:

Dr. Elizabeth Switaj

Chairperson/Interim President

William Reiher *

**Vice President for Academic and Student Affairs (VPASA)
Executive Vice President (EVP)**

Stevenson Kotton

**Vice President for Business and Administration Affairs
(VPBAA)**

Vacant

Vice President of the Land Grant (VPLG)

Andreas Ned

for Staff Senate President

Alvin Page

Faculty Senate President

Jennifer Seru

Faculty Senate Representative

Marlin H. Doulatram

SGA President

*** Not Present**

The meeting was called to order by the Interim President, at 11:28 a.m, followed by the mission statement being recited by the VPBAA.

The Interim President asked that the Executive Council’s meeting start off with a prayer from the Faculty Senate Representative.

I. Review of the Minutes:

A. [October 4, 2023 \(Draft\)](#)

1. After reviewing the MINUTES of October 4, 2023, the Faculty Senate President made a motion to approve, seconded by VPBAA. The motion was successfully passed by the Executive Council, with no abstentions.



CMI

Executive Council

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

Fax: (692) 625-7203

Email: ec@cmi.edu

a) **DECISION**

(1) **With no modifications, the minutes of the meeting held on October 4, 2023, were approved, as read.**

(a) Matters Arising from the Minutes

(i) There were no matters arising from the approved minutes of October 4, 2023.

II. Update from the Interim President

A. In the interest of time, the Interim President referred the Executive Council members to her [written report](#).

B. Communications from the Board of Regents

1. The Interim President shared an update from the Board of Regents in regards to the selection process for a President for the institution.

2. Some of the updates included:

a) The rescinding of **BoR Resolution No.: 2020-001**.

b) A communication letter from the BoR was shared by the Interim President with the respective senate Presidents/Representatives.

III. Matters Arising from Previous Meeting

A. [CMI Expanded Learning Manual](#)

1. After being carefully reviewed, the VPBAA made a motion to approve the [CMI Expanded Learning Manual](#). The motion was seconded by the Faculty Senate President and successfully passed by the majority with no abstentions.

a) **DECISION**

(1) **Having no corrections, the [CMI Expanded Learning Manual](#), was approved, as presented.**

B. [Public Complaints Policy](#)

1. With the suggestion that the President's name be changed and the policy number be confirmed, the Faculty Senate President made a motion to approve the [Public Complaints Policy](#). The motion was seconded by the VPBAA and passed by the majority, with no abstentions.

a) **DECISION**

(1) **With the modifications recommended, the [Public Complaints Policy](#), was approved.**



CMI

Executive Council

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

Fax: (692) 625-7203

Email: ec@cmi.edu

2. [Public Complaints & Form](#)

- a) After being reviewed by the Executive Council members, the Faculty Senate President made a motion to approve the [Public Complaints & Form](#). The motion was seconded by the VPBAA and carried unanimously, by the majority, with no abstentions.

(1) DECISION

- (a) The [Public Complaints & Form](#) was approved, as presented.

C. [Policy on Social Justice](#)

1. After being carefully reviewed, the Faculty Senate President made a motion to approve the [Policy on Social Justice](#). The motion was seconded by the SGA President, and passed successfully by the majority, with no abstentions.

a) DECISION

- (1) Having no corrections, the [Policy on Social Justice](#), was approved.

D. [Accommodations for Students with Disabilities Policy 346](#)

1. The Faculty Senate President made a motion to approve the [Accommodations for Students with Disabilities Policy 346](#). The motion was seconded by the VPBAA, and carried unanimously, by the majority, with no abstentions.

a) DECISION

- (1) The [Accommodations for Students with Disabilities Policy 346](#), was approved, as projected.

2. [Request for Accommodations Form](#)

- a) With the approval of the [Accommodations for Students with Disabilities Policy 346](#), the Faculty Senate President made a motion to approve the [Request for Accommodations Form](#). The motion was seconded by the VPBAA, and successfully passed by the majority, with no abstentions.



CMI

Executive Council

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258

Uliga Campus

Tel: (692) 625-3394/3291/4931

Fax: (692) 625-7203

Email: ec@cmi.edu

(1) DECISION

(a) Having no modifications, the [Request for Accommodations Form](#), was approved.

3. [Approved Accommodations Form](#)

- a) After being thoroughly discussed, the Faculty Senate President made a motion to approve the [Approved Accommodations Form](#). The SGA President seconded the motion and the motion was passed unanimously, by the majority, with no abstentions.

(1) DECISION

(a) Having no objections, the [Approved Accommodations Form](#), was approved.

IV. New Matters Arising

A. [Draft Credit Policy 383](#): Credit Hour - 1st Read

1. The Chairperson/Interim President/VPASA shared the [Draft Credit Policy 383](#): Credit Hour with the Executive Council members.
- a) According to the Executive Council Chairperson, the [Draft Credit Policy 383](#): Credit Hour, was to be brought back in the Executive Council's Special Meeting that had been scheduled for November 29, 2023.

B. [High School Equivalency Programs Grades and Grading \(CMI Policy No. 391\)](#)

1. After being introduced by the Chairperson/Interim President/VPASA, it was agreed by the majority members of the EC that the policy was to be brought back for review and consideration in the EC's Special Meeting on November 29, 2023.

C. [Graduation Steering Committee TOR](#)

1. After being carefully reviewed, the Faculty Senate Representative made a motion to approve the [Graduation Steering Committee TOR](#). The motion was seconded by the proxy for the Staff Senate, and was passed successfully, by the majority, with no abstentions.

a) DECISION

(1) Having no modifications, the [Graduation Steering Committee TOR](#), was approved, as presented.

D. [Accreditation Steering Committee TOR](#)

1. After the Chairperson/Interim President/VPASA shared the [Accreditation Steering Committee's TOR](#), the Faculty Senate President made a motion to approve the document. The motion was seconded by the proxy for the Staff Senate, and passed successfully, by the majority, with no abstentions.



CMI

Executive Council

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges

P.O. Box 1258
Uliga Campus

Tel: (692) 625-3394/3291/4931
Fax: (692) 625-7203
Email: ec@cmi.edu

a) DECISION

(1) **Having no objections, the Accreditation Steering Committee's TOR, was approved.**

E. Student Engagement Event Reporting Protocol

1. After being shared, it was decided by the EC members that the document was to be brought back for review in the EC's Special Meeting that was scheduled for November 29, 2023.

F. LSC RSA 2023-2024

G. LSC Annual Assessment Report

H. ITC RSA 2023-2024

I. ITC Assessment Report 2022-2023

J. CC 2022-2023 RSA

K. LEAP Committee RSA 2023-2024

L. High School Equivalency Programs Graduation Policy (CMI Policy No. 367)

M. EC RSA 2023-2024

1. In the interest of time, the agenda items from **IV.F -IV.M**, were *deferred*.

V. Action Items

a. Update on RSA 2023-2024/Annual Assessment Reports 2022-2023

b. Faculty Senate By-Laws

i. As per the Faculty Senate President, the Faculty Senate By-Laws were to be submitted for EC's review and consideration in the next EC meeting.

VI. ADJOURNMENT:

A. The Executive Council's *second* meeting for November 2023, was adjourned at 12:20 p.m.

Submitted By:

Concurred By:

Approval Date:

DocuSigned by:

D04F36FDE82B468...
Meria N. Bollong
Secretariat Officer

DocuSigned by:

89BEB3BDDC23455...
Interim President Dr. Elizabeth Switaj
Chairperson, Executive Council

November 30, 2023