



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., August 2, 2023
BoR Conference Room**

MINUTES

Members:

Dr. Irene J. Taafaki

Chairperson/President

**William Reiher
Dr. Elizabeth Switaj
Stevenson Kotton**

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

**Ruthy Maun
Alvin Page
Vacant
Marlin H. Doulatram***

**Staff Senate President
Faculty Senate President
Faculty Senate Representative
SGA President**

Attendees via ZOOM

Stanley Lorennij

Vice President of the Land Grant (VPLG)

*** Not Present**

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

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

I. Review of the Minutes:

A. July 19, 2023 (Draft)

1. After reviewing the MINUTES of July 19, 2023, the VPASA made a motion to approve, seconded by the Faculty Senate President. The motion was successfully passed by the Executive Council, with no abstentions.

a) DECISION

- (1) **With the minor modifications, the minutes of the meeting held on July 19, 2023, were approved, as read.**

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(a) Matters Arising from the Minutes

- (i) The Staff Senate President followed up in terms of the issue regarding the increase in the housing rental that was brought up in the previous EC meetings.

- (a) As per the President and the VPBAA, the issue was being addressed.

II. Update from the President

A. Federal

1. Some of the informations shared by the President were:

- a) The grant submissions with notifications pending included:

- (1) MCST/Bayshore/UNF
- (2) WB ESSP
- (3) Rural Health Network Development Project
- (4) CCAMPUS Grant
- (5) Rural Post-Secondary and Economic Development Grant

B. Regional

1. PPEC

- a) As per the President, CMI was to host the next quarterly meeting, which had been scheduled for September 5-6, 2023.

C. National

1. PACMED

- a) The President shared her meeting with Dr. Deborah Zuercher, UH Professor and PACMED Director, Dr. Laura Lyons, Interim Vice Provost for Academic Excellence, Dr. Natalie Nimmer, Associate Director and Ivy Young, Operations Director for PACMED with the Executive Council members.

- (1) The meeting occurred on July 25, 2023 and the President shared future plans regarding CMI and the PACMED program.

D. Internal

1. Recruitment Update as of 08/01/23

- a) The President shared the following with the EC members:

- (1) Newly Appointed Positions
- (2) Positions that were closed, were in the screening process, were ready for interview, had received recommendations, had contract offers, and positions that had been accepted by the applicants.

2. Administrative Leave



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- a) The President reminded the EC members of the requirements needed for Administrative Leave approval and stressed the importance of submitting trip reports.

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

III. Matters Arising from Previous Meeting

A. CMI Internship Program Manual (Draft)

1. After careful consideration, the VPBAA moved to approve the [CMI Internship Program Manual \(Draft\)](#). The motion was seconded by the VPLG and was successfully approved, by the majority, with no abstentions.

a) **DECISION**

- (1) **With no modifications, the [CMI Internship Program Manual \(Draft\)](#), was approved, as presented.**

IV. New Matters Arising

A. Online Learning Policy 380

1. The following policy was carefully explained by the VPASA to the members of the Executive Council.
2. After being thoroughly reviewed, the VPBAA moved to approve the policy. The motion was seconded by the VPLG and was passed successfully by the majority, with no abstentions.

a) **DECISION**

- (1) **Having no corrections, the [Online Learning Policy 380](#), was approved.**

- (a) The [Online Learning Policy 380](#), was to be forwarded onwards for the Board of Regents' review and consideration.

B. DRAFT FRAMEWORK FOR THE ASSESSMENT OF ONLINE LEARNING AT CMI

1. After the VPASA shared the document once more with the members, the Faculty Senate President moved to approve the [DRAFT FRAMEWORK FOR THE ASSESSMENT OF ONLINE LEARNING AT CMI](#). The

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motion was seconded by the VPBAA and carried unanimously by the majority, with no abstentions.

a) DECISION

(1) **After careful consideration, the DRAFT FRAMEWORK FOR THE ASSESSMENT OF ONLINE LEARNING AT CMI, was approved.**

(a) It was noted that the following document was to be shared with the BoR, per information purposes.

C. Faith and Conscience Accommodations CMI Policy No. 347

1. The EC members thoroughly discussed the staff/student balance regarding the policy.
 - a) As a result, the EC carefully discussed the need to establish a written guideline relating to the policy.
2. After careful consideration, the VPBAA moved to approve the Faith and Conscience Accommodations CMI Policy No. 347. The motion was seconded by the Faculty Senate President and was successfully approved, by the majority, with no abstentions.

a) DECISION

(1) **With the recommendation, the Faith and Conscience Accommodations CMI Policy No. 347, was approved.**

(a) It was noted that the approved Faith and Conscience Accommodations CMI Policy No. 347, was to be forwarded to the Board of Regents, per their review and consideration.

D. CMI Apprenticeship Standards

1. The President shared the importance of the document to be shared with the public.
2. The VPBAA inquired if the CMI logo could be added on to the document.
 - a) The VPBAA was to look into whether this was a possibility.



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3. The President commended the work done by the VPASA and the Dean of WAVES in terms of the document.
4. After careful consideration, the VPBAA made a motion to approve the [Apprenticeship Standards](#). The motion was seconded by the Faculty Senate President and was successfully passed, by the majority, with no abstentions.

a) DECISION

- (1) **With the recommendations, the [CMI Apprenticeship Standards](#), were approved.**

E. [Program Completion Rate Improvements: Recommendations from IEC](#)

1. The Executive Council thoroughly reviewed the 15 to finish data results.
 - a) As per the Chairperson, the Executive Council would need to review carefully the data results.
 - (1) The suggestion would be added to the IEC recommendations.
 - b) As per the President, the document should be shared and well understood by all the respective senate groups.
 - (1) The Staff Senate President shared a proposal that was still in the process of being developed, in terms of technical staff training and the importance of the supervisor's support towards staff development.

V. [Action Items](#)

- A. There were no action items from the meeting.

VI. [Other Matters Arising](#)

- A. The VPBAA shared with the Executive Council members the students' minimum wage under the FSEOG work study program.
 1. The minimum wage needed to be changed to the institutional minimum wage.
 - a) As per the VPBAA, this was in progress and was to be reviewed by the HR Director and the President.



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VII. ADJOURNMENT:

A. The Executive first meeting for August 2023, was adjourned at 12:30 p.m.

Submitted By:

DocuSigned by:

A handwritten signature in black ink, appearing to read 'Meria N. Bollong', enclosed in a blue DocuSign signature box.

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Meria N. Bollong
Secretariat Officer

Concurred By:

DocuSigned by:

A handwritten signature in black ink, appearing to read 'William Reiher', enclosed in a blue DocuSign signature box.

65AD6D4E022F487...

Acting President William Reiher
Chairperson, Executive Council

Approval Date:

October 4, 2023