



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 p.m., July 24, 2024
BoR Conference Room**

MINUTES

Members:

Dr. Elizabeth Switaj

Stevenson Kotton

Dr. Adedayo Ogunmokon

Wilmer Joel

Tristan Horiuchi

Ruthy Maun

Alvin Page

Jennifer Seru *

Chairperson/Interim President

Vice President for Academic and Student Affairs (VPASA)

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

Vice President of the Land Grant (VPLG)

SGA President

SGA Former Vice President

Staff Senate President

Faculty Senate President

Faculty Senate Representative

On Leave

William Reiher

Executive Vice President (EVP)

*** Not Present**

The Executive Council's *second* meeting for July 2024, was called to order by the Interim President at 11:10 a.m. followed by an opening prayer given by the Faculty Senate President and the recitation of the mission statement from the VPLG.

1. Review of the Minutes:

a. [April 17, 2024 \(Draft\)](#)

- i. After being carefully reviewed, the Faculty Senate President made a motion to approve the minutes for [April 17, 2024](#). The VPBAA seconded the motion and the motion was passed unanimously, by the majority, with no abstentions.

1. DECISION

- a. **With no modifications, the minutes for the meeting held on [April 17, 2024](#), were approved.**



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b. [May 15, 2024 \(Draft\)](#)

- i. The Faculty Senate President made a motion to approve the meeting minutes of [May 15, 2024](#). The motion was seconded by the VPBAA and successfully passed, by the majority, with no abstentions.

1. DECISIONS

- a. **Having no corrections, the minutes for the meeting held on [May 15, 2024](#), were approved, as presented.**

- ii. **Matters Arising from the Minutes**

1. There were no matters arising from the meeting minutes.

2. [Update from the Interim President](#)

- a. [CMI & University of Hawaii Manoa MOU](#)

- b. [Draft MOU PPEC Research Accord](#)

- i. The Interim President referred the Executive Council members to her written report.
- ii. The [CMI & University of Hawaii Manoa MOU](#) and [Draft MOU PPEC Research Accord](#) were shared by the Interim President with the members of the Executive Council.

3. [ACCJC Standard](#)

- a. **4.1. The institution upholds an explicit commitment to principles of academic freedom, academic integrity, and freedom of inquiry.**

- i. **Review Criterion:**

1. **The institution clearly communicates procedures for addressing instances of academic dishonesty and violations of its principles of academic freedom and freedom of inquiry.**

- a. The Executive Council discussed the following:

- i. Procedural Follow-Ups
- ii. Academic Honesty Policy
 1. The EC discussed the need to review the “procedures” regarding the Academic Honesty Policy.
- iii. Academic Freedom/Freedom of Integrity
- iv. Grievance Policy



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- v. Better communication with the student population regarding student information, such as the various student fees.
 - 1. It was recommended for the SGA to remind the student population to frequently check their student accounts.
- vi. Student Record Confidentiality
- vii. Easy access for students to view the CMI policies
- viii. The need for a Student Handbook, which was currently in development with the Enrollment Management Committee.

4. Matters Arising

a. Meta Majors

i. Lucid Chart

- 1. After the Chairperson shared the following Lucid Chart with the members, it was agreed that it be shared with the respective senates for their feedback.

b. 6.4.3 Climate Change Wapepe Draft 1

- i. The 6.4.3 Climate Change Wapepe Draft 1 was shared and explained by the VPLG.
- ii. It was agreed that the document be shared with the respective senates and allowed the EC members their “first read” of the document.

c. Academic Calendar

- i. The Executive Council thoroughly reviewed the proposed Academic Calendar for 2024-2027.
- ii. The following were thoroughly discussed:
 - 1. The Interim President and the VPBAA carefully explained to the members how the proposed dates had not overlapped as it was one of the concerns raised by the Enrollment Management Committee.
 - a. The importance of students to appeal in advance.
 - i. Departments, such as FAO, to work closely with the Counseling Department
 - 2. Obtainment of the Required Hours
 - a. As per the Faculty Senate President, the topic should be part of the agenda for the upcoming Faculty Symposium, which had been scheduled for August 14, 2024.
 - b. College Eligibility Requirement



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- iii. After careful consideration, the Faculty Senate President made a motion to approve the [Academic Calendar](#) for 2024-2027, **with the opportunity to revise if necessary**. The motion was seconded by the VPBAA and passed unanimously, by the majority, with no abstentions.

1. DECISION

- a. The [Academic Calendar](#) for the academic year **2024-2027 was approved, with the opportunity to revise if necessary**.

5. Matters Arising from the Previous Meetings

- a. [Equitable Student Success Wapepe, 2025-2029](#)
- b. [Community Engagement Wapepe, 2025-2029](#)
- c. [Recycling Management Facility: Material Acceptance and Payment](#)
- d. [Live Stream Requests](#)
- e. [Equipment Rental](#)
- f. [Bookstore - Cash Handling](#)
- g. [Bulk Document Scanning](#)
 - i. In the interest of time, the agenda items from 5.a. to 5.g., were deferred.

6. Other Matters Arising

- a. The VPBAA followed up regarding the requested apology letter from the Staff Senate from the Executive Council’s meeting, held on March 20, 2024. (Please [click here](#) for the Executive Council’s approved minutes from the meeting held on March 20, 2024.)

7. Adjournment

- a. The Executive Council’s **second** meeting for July 2024 was adjourned at 12:05 p.m.

Submitted By:

Concurred By:

Approval Date:

DocuSigned by:

D04F36FDE82B468...
Meria N. Bollong
Secretariat Officer -EC

DocuSigned by:

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

August 7, 2024