

Institutional Planning Committee (IPC)

Minutes

November 13, 2013

Present: Bob Willson, Boni Sanchez, Cheryl Vila, Edward Adiniwin, Marilyn Harry, Martha Horiuchi, Mary Van Auken, Nik Willson, Rachel Salomon, Ruth Abbott, Stevenson Kotton

Chair: Cheryl Vila

Recording Minutes: Nik Willson

Summary

- I. Reviewed and approved minutes for October 23, 2013
- II. Report, discussion and recommendations on Compact Maintenance and Supplemental Educational Grant (SEG) funding
- III. Cultural Transmission and Translation Advisory Committee (CTTAC) report and recommendations for the Language Commission at CMI
- IV. discussion of new Strategic Plan (its process, and some strategic planning history at CMI) tabled until next meeting

Notes

- I. as stated in the Summary
- II. on Compact Maintenance and SEG funding
 - A. SEG has created disposable funds for fiscal year (FY) '14
 - o "use it or lose it," CMI must use the funds or lose them
 - B. the disposable funds in FY '14 are not enough to cover maintenance expenses projected for FY '14
 1. the expenses were projected by Beca construction company
 2. Physical Plant will review the expenses, prioritize spending, and make recommendations to IPC

a. Physical Plant might separate major maintenance projects from minor maintenance projects

b. IPC will pass Physical Plant's recommendations on to Executive Council (EC) and the President's cabinet

C. members of the IPC will go back to their constituencies to get input for the disposable funds in FY '14

D. IPC agreed that some of the disposable funds should be used to get working, maintainable copiers

1. four (4) new copiers

2. copier parts

3. technical training for maintenance

III. on Language Commission (LC) at CMI

A. the LC must be made employees of CMI, not of the government

1. the RMI government must do its part to ensure this transition is complete

○ CMI must encourage this through offices responsible for communication with government leaders

○ President and Board of Regents

2. otherwise, CMI cannot require the LC to work for the College

B. CTTAC recommended a list of responsibilities for the LC

○ HR will convert the list into a job description

C. members of IPC will email thoughts regarding LC to the IPC's Google Drive account

IV. as stated in the Summary