



Regular Meeting Minutes - Approved August 10, 2017

Members Present

Emil deBrum

David deBrum

Bruce Kattil

Johnny Silk

Edward Adiniwin

Brenda Mellan

Stevenson Kotton

The meeting was called to order @ 11:00 AM

Agenda Items

1. Opening Prayer
2. Review and adopt minutes from May 11, 2017 meeting
3. Remark from Vice President of Business and Administrative Affairs
4. Old Business
5. New Business
6. Other Business

Minutes

1. OPENING PRAYER

- Brenda delivered the opening prayer

2. REVIEW AND ADOPT MINUTE FROM MAY 11, 2017 MEETING

- No minutes to review from last meeting; minutes were taken by William

3. REMARK FROM VICE PRESIDENT OF BUSINESS & ADMINISTRATIVE AFFAIRS

- It's been a while that the committee has finally met after a series of non-quorum meetings since May 11, 2017.
- As of August 9th, Stanley has resigned from Acting VP Administration & also from his responsibilities as committee member due to his enrollment in the PhD program.
- Committee needs to come up with a Draft Master Plan & be submitted to EC by 8/18/17.

4. OLD BUSINESS

- Scuba Diving and Snorkeling Gear Rental Agreement
 - EC approved the Draft on May 17, 2017
 - Several comments from committee members need to be added

PLANT & FACILITIES COMMITTEE

College of the Marshall Islands

Accredited by the Western Association of Schools and Colleges



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Majuro, Marshall Islands, MH 96960

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- Committee discussed locating a secured space to store scuba diving tanks; Emil & his team will identify a secured space on campus & give an update to the committee.
- CMI Building Emergency Action Plan to be reviewed

5. NEW BUSINESS

- Plant & Facility Master Plan
 - It is a 10-year vision Plan
 - Physical Plant Plan & Security Plan will combine into one Master Plan; it will link with PSS Master Plan which will also link to the RMI Master Plan
 - 1st Draft must review by Physical Plant by 8/18/17
 - 1st Draft Security Plan is due on 8/30/17
 - Both plans must submit to EC on 9/20/17
 - End of November Master Plan must be ready for BOR meeting
 - P&F/Security Master Plan was long discussed however suggestions were made to further discussed Goals & Objectives on 8/14/17 at 12pm.
 - RSA and P&F Master Plan to be e-vote to speed up the process
 - Master Plan will comprise of the followings; Facility, Investment & a 10-year Capital Project Plan which will include a Day Care Center.
- Updates and Comment from Department Rep:
 - Arrak – Edward
 - Need umbrellas during rainy days because of walkways need to be fixed
 - Need more water catchments to accommodate the supply of water in the restrooms
 - Need training on Hippo
 - Security Uliga (David)
 - Tall palm tree by the dormitory needs to be cut down for safety of people
 - Need more lights to lighten other places on campus
 - What's wrong with the van by the fitness center?
 - Need flagpoles at Arrak campus
 - Staff Senate (Brenda)
 - Follow up about ceiling in the bookstore
 - provide training on Hippo
 - Requesting an internet-based testing center for students & it is recommended to be located at higher level; upgrade from paper-based because it takes students longer times to receive their results in the mail & it really affects their enrollment in colleges abroad.
 - Need more lights outside the CLLC area
 - An AC at CLLC has been out of service for a while
 - why did CMI cease renting out of chairs, tables & tents for employees?



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- Updates on ongoing project
 - None

6. OTHER BUSINESS

- None

Meeting adjourned @ 12:30 PM

Brenda Mellan, temporary
Recording Sec.

Scribe

Plant and Facilities

Reviewed & Approved by

17 - 10 - 2017

Date approved