

Executive Council

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To: Executive Council Members: Wayne Schmidt, President
Richard Bruce, Dean of Student Services
Diane Myazoe, Dean of Cooperative Research and Extension
Raffy Nayon, Acting Comptroller
Jane Taafaki Sam, Personnel Director
Ted Stepp, Faculty Senate Vice-President
Aluka Rakin, Staff Senate President

From: Cheryl Jorban, Executive Assistant to the President

Re: Minutes of 8/01/02 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 9:00 a.m. on August 1, 2002.

EC Members present: Wayne Schmidt, Richard Bruce, Diane Myazoe, Ted Stepp (for Seyoum Teshome), Jane Sam, Aluka Rakin, Cheryl Jorban.
Guest: Tim Owens (representing Academic Affairs)

The meeting began with a period of silent reflection.

Approval of Minutes

Discussion of the EC Minutes of July 22, 2002, ensued, with concern about the reported increase in enrollment, which was indicated in the minutes as “up to 900 students enrolled at CMI for Fall Semester 2002.” Ted stated that this number reflected inaccuracies and duplicate counts in the report from the Director of Admissions, and he found the numbers in the report confusing. Wayne indicated that he had misinterpreted the numbers in the report, and took responsibility for the inaccuracy of projected enrollment mentioned in the minutes. Jane said that any projected enrollment is a very hard call; we won’t know until registration. Cheryl reminded everyone that the minutes merely indicate what was discussed that day. **The minutes were approved as recorded.**

Further discussion ensued concerning the growth of student enrollment at CMI. Wayne shared projected growth through enrollment trends in the elementary schools. However, we can never tell just how many students will register regardless of the new student count, because we can never be certain of the number of returning/continuing students. Another way to more accurately project enrollment is to return to pre-advisement for our continuing students.

Trip to Gugeegue

Wayne reported on his trip to Gugeegue. He said that we are on track for rebuilding the campus. The roofing on the faculty housing/library building was replaced, with work done by Tony’s crew including some CMI students. Another crew contracted by CMI tore the roof off the old maintenance building. This building will become the new main administration building, housing the dean’s office, student affairs, financial affairs, technology office, conference room, computer lab, science lab, 3 classrooms, SBA lounge, faculty offices & lounge, and restrooms.

Wayne reported that he may have located some additional sources of funds as a result of the last budgetary meeting at the Ministry of Finance—either unclaimed capital improvement funds or ROC funds. Ted asked if the funds were only for Gugeegue, stressing that we need to repair the roof on buildings at main campus. Wayne answered that the funds could be used for both.

Wayne indicated that he is planning to hold a 1-day retreat at Arrak, tentatively scheduled for September 5, whereby CMI Board members, administration, faculty and staff, along with community members, can formulate academic plans for CMI, following the mission and goals already set. One topic would be discussion of the courses/programs we should offer at Gugeegue. Wayne asked for suggestions from the EC regarding this matter.

Wayne reported that Irojilaplap Michael Kabua continues to be very receptive to CMI; he is

reassuring about the use of the land. For accreditation purposes we need to have a written lease. Boundaries were discussed, and the surveyor will be called in. There are 2 docking areas available, along with a possible basketball court on the old helicopter pad. We are working with NTA to provide for better internet connections, allowing for video conferencing, etc.

Jane brought up the topic of use of ROC funds to build a student lounge on the main campus. She stressed that the Plant Facility Committee had approved plans for building a student lounge on the concrete slab next to the classroom building and also had discussed plans for the “chicken coop”.

Wayne was receptive to the idea, but shared with the EC members his idea for the “chicken coop”. He indicated that this area is large enough for a basketball court. If we moved the current basketball court to this area, and covered the court, this would allow for a sheltered area opening out to the grassy area by the education dorm where we could hold large functions such as graduations, parties, etc. The existing basketball court area could be used for construction of a major library, administrative offices, etc.

Ted expressed concern that we need to look at how the community uses the existing basketball court and respond to the needs of the public.

EC members were encouraged to bring any and all ideas to the President.

Containers from Johnston

Wayne described the contents of the two containers donated to CMI through Kwajalein Army base. One container held 70 used single-size mattresses and 38 used single-size box springs, 3 used queen-size mattresses and box springs, and 2 used folding tables. The other container held 12 wooden bed frames/locker combinations, 6 student desks, 7 wooden 3-drawer lockers, and 9 wooden clothes lockers. World Teach has borrowed 24 of the single-sized mattresses for use at Ajeltake during their training. The EC discussed use of the donated materials, and decided that the focus should be on the nursing dorm students. Suggestions were made to put some the desks in the nursing dorm lounge area as a study place for them, and see if any new faculty needed desks. Lockers could be used for food lockers for the students. Some lockers/mattresses could be used at Arrak. Wayne asked Richard to

prioritize where the materials could best be used and begin dispersing them for immediate use.

Use of Arrak Campus

Three or four courses may be offered at Arrak for fall semester. Anna McMurray has agreed to teach one English 101 class there and Dr. Verma’s wife has agreed to teach a biology class there, pending available transportation. Dean or Sylvia may teach another science class out there. Some education classes might also be offered there during the evening.

Tim informed the group that Robert Badowski’s (new Business hire) wife is a clinical psychologist and may be able to teach psychology.

Diane asked how many students we would have out there. Answer: unknown until after registration. She indicated that both conference rooms and the cafeteria could be used as classroom space.

Congressional Delegation Visit:

U.S. Congresswoman Diane Watson from California, along with staffers and security officer, visited CMI on Wednesday, July 31. U.S. Congress Representative Faleomavega from American Samoa was also part of the delegation, but was ill on Wednesday. These representatives, who are ardent supporters for CMI and education in general, are pushing for how we may modify compact negotiations to increase federal funding. Wayne met with them and briefed them on CMI’s programs.

Updates:

Budget – Wayne met with the budget subcommittee on Tuesday, July 30, with Jefferson Butuna, Smith Michael, and Atbi Riklon present. Wayne presented the latest figures, which still indicate a large deficit in the budget. The committee members were not saying “no” to our budget proposal, but wrote everything down. CMI will appear before the Appropriations Committee at the Nitijela some time after the opening of the Nitijela on August 19th.

Two U.S. Department of Education auditors will come to CMI in August to investigate Pell. We may be able to ask for technical assistance in ensuring CMI follows the federal procedures.

Louiston Trial – The preliminary hearing is set for tomorrow, August 2, at 9:00. At the time the AG’s office will request a continuance until we receive all

the evidence and cancelled checks requested through Bank of Hawaii.

Security Issue – Jane has requested for price quotes for uniforms for security staff.

Fall Schedule and CMI Catalog:

Cheryl presented copies of the draft schedule for Fall Semester 2002. She indicated the schedule is still in draft form as she is waiting for input from several departments as to times and faculty.

Cheryl also shared a copy of the draft catalog for 2002-2004. She is still waiting for input from several people to finalize the catalog.

Others:

Jane reported that 5 or 6 ads for vacant positions at CMI would be running in the Journal this week.

Wayne complimented Richard and the SCSB staff for a great student party on Wednesday. He indicated that during his leave, and especially while he is on Jaluit, he is appointing Richard Bruce as acting president.

Jane brought up an agenda item for next EC meeting regarding the discrepancy in salaries between faculty and CMI administrators, citing that faculty have the opportunity to increase their salary through special contracts, both adjunct and outside sources (Continuing Ed, Upward Bound, etc.). These opportunities are not available for administration within the confines of their 8 to 5 workday. This topic was tabled until next EC meeting.

Diane reported that she and Minister Kendall will leave on Saturday for the Land Grant Regional Board meeting in Pohnpei.

Richard asked if it would be possible to enroll those students who score lower than 40 on the ASSET in the developmental math courses. Wayne said that we are still waiting to hear from WIA whether our grants have been approved. Cheryl will check with Rolley at MOE to see if the Minister knows about the status of our proposals through WIA.

The EC meeting adjourned at 11:00 a.m.