



College of the Marshall Islands

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EXECUTIVE COUNCIL

To: Executive Council Members:

Dr. Wayne Schmidt, President
Troy McGrath, Dean of Academic Affairs
Richard Bruce, Dean of Student Services
Diane Myazoe, Dean of CRE
Aluka Rakin, Staff Senate President
Christopher Spellman, Faculty Senate President
Raffy Nayon, Comptroller
Ira Hecht, Director of Research and Planning
Jane Taafaki Sam, Personnel Director
Robert Prescott, IT Director
Don Hess, Standing Committee Chairperson
Tony Prout, Physical Plant Director
David deBrum, Standing Committee Chairperson
Barry Rilang, SBA President

From:

Francis Carlos Domnick, CAO

Date:

12 October 2004

Re:

Minutes of 10/06/04 EC Meeting

The Executive Council of the College of the Marshall Islands convened at exactly 2:05pm on 6 October 2004, at the President's Office.

EC Members Present: President Schmidt, Carlos Domnick, Raffy Nayon, Dr. Troy McGrath, Richard Bruce, Diane Myazoe, Ira Hecht, Jane Sam, Aluka Rakin, Chris Spellman, David DeBrum, Robert Prescott, and Barry Rilang.

Absent: Don Hess

Guest: Dr. Hilda Heine

The meeting commenced with a moment of silent reflection and prayer.

After few minor modifications, the minutes from last meeting were approved.

NEW BUSINESS

1. MoE Teacher Testing

A test for all teachers lacking Bachelor's degree was to be given the Friday after the meeting. The test is necessary to determine the level of reading, writing and core set of skills our teachers possess.

2. Report on EPPSO Meeting yesterday

A meeting took place on the Tuesday prior to this EC meeting and agenda items were 1.) MoU b/w RMI and CMI, 2.) recurring budget, and 3.) capital budget. A Cabinet Paper was passed out by President Schmidt which presents breakdown of RMI Government's funds to CMI. CMI is to receive \$4.5 Million from the Government for this fiscal year.

3. Travel Policy

Draft travel policy was passed out for review and to be discussed at our next EC meeting.

4. IT Master Plan

Draft IT Master Plan was passed and it was recommended that it be included in the Administration Program Review.

5. CMI Annual Report

This was just a reminder agenda item that was noted and action committed. This report is due November 1, 2004.

6. 4th Quarter Compact Report

Another reminder. When completed, it should be submitted to EPPSO and MoE.

7. Others

President Schmidt has elected committee members and the list will be passed out prior to next EC meeting.

1. WASC Progress Report

Members were reminded that the actual date of the submission of the report to WASC is November 1, 2004. It was clarified that what is needed to be presented on this report is the process we will be using to implement the program reviews. We are not asked to implement the program reviews.

2. School Minder Update

Mr. Prescott mentioned that by the close of next week, Spring and Fall of 2003 should be squared away. It was further mentioned that WASC will see some inconsistencies but we are making great progress.

3. Program Review drafts

Each departments update the Council their progress with their program review drafts. The Council was informed that WASC likes redundancy. We should use the APA style of referencing.

4. Master Plan & Program Review Timeline

President Schmidt recommended that we should do program reviews on a 3-5 year cycles.

5. Accreditation Assistance Grant

Dr. Leslie Purdy will arrive on Tuesday October 12, 2004.

Deputy Assistant Secretary David Cohen of the Department of Interior will be coming to Majuro on October 19, 2004, to see where he can assist with the re-accreditation of CMI.

6. Others

Ms. Sam informed the Council that she will be going on maternity leave starting on Monday October 11, 2004.

OLD BUSINESS

Mr. Rilang requested the Council to help him in his attempt to extend the opening hours of the computer labs. Dr. McGrath will see to it that the hours are extended.

The EC Meeting adjourned around 3:20pm.