

# Executive Council

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COLLEGE OF THE MARSHALL ISLANDS  
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**To: Executive Council Members:** Wayne Schmidt, President  
Valerie Pierce, Dean of Academic Affairs  
Richard Bruce, Dean of Student Services  
Ira Hecht, Director of Research & Planning  
Diane Myazoe, Dean of Cooperative Research and Extension  
Tony Prout, Acting Dean of Kwajalein Campus  
Raffy Nayon, Comptroller  
Jane Sam, Personnel Director  
Jonathon Cassel, Director of Academics, Kwajalein Campus  
David deBrum, Facilities Planner  
Seyoum Teshome, Faculty Senate President  
Aluka Rakin, Staff Senate President  
Heralds Lemari, Student Body Association President

**From:** Cheryl Jorban, Chief Administrative Officer

**Re:** Minutes of 6/11/03 EC Meeting

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The Executive Council met at 4:00 p.m. on Wednesday, June 11, 2003.

EC Members present: Richard Bruce, Valerie Pierce, Ira Hecht, Raffy Nayon, Diane Myazoe, Cheryl Jorban, David deBrum, Jane Sam

Absent: Wayne Schmidt, Seyoum Teshome, Aluka Rakin, Tony Prout, Jonathon Cassel

The meeting began with a period of silent reflection.

## **Approval of Minutes**

The minutes of the meeting on May 21, 2003, were unanimously approved by the EC members.

## **UPDATES:**

Acting President Richard Bruce indicated that the purpose of this brief EC meeting was mainly to update EC members on various issues.

## **Louiston Trial:**

Cheryl reported that Louiston's attorney, David Lowe, has suggested that both parties consider settlement. A telephonic conference with David Lowe is scheduled for tomorrow, June 12<sup>th</sup>, at which time we will find out from Louiston's attorney what he has in mind. It is assumed that a settlement will be in lieu of jail time for Louiston. CMI will present

three conditions for consideration of settlement: 1) full restitution, 2) names of people or institutions involved and full details of how embezzlement was done, and 3) guilty plea.

Discussion ensued as to how the U.S. Federal Government might react to a settlement. Ira pointed out that even if we get partial restitution, that would mean less interest we would have to pay on a loan, helping our financial situation. It was suggested that we contact Wayne to find out what WASC would want us to do.

## **Student Admission Packets/Registration**

Richard reported that many students who are registered for this summer are missing their health forms in their admission packet. The deadline for completion of admissions packets for summer was April 15<sup>th</sup>, yet the problem occurs with outer island students (in-service teachers) who have no access to doctors. In the past, CMI has always made an exception in admitting students without health forms, but now that WASC is holding CMI accountable for its policies and procedures, we are having to turn away new students and even students who have been previously enrolled because of missing health forms.

Richard said that the administration met regarding the problem and it was suggested that outer-island students be allowed until Friday, June 20, to show

proof that they have gone to the hospital to begin the lab work. By the end of the second week of classes, the health form needs to be completed and submitted or else the student will be administratively dropped. Discussions ensued. Ira commented that in consideration of the difficulty in getting the health form completed on the outer islands, we need to make exception for those students. Valerie commented on the health form required by CMI, indicating it is much more detailed and requires much more information than most colleges. Perhaps CMI needs to address a simpler, less complicated health form without causing problems with the Ministry of Health.

It was generally decided that this concern needs to go to the Admissions Board for a decision, since students from the outer islands applying for acceptance into CMI for fall semester may also have the same problems in getting their health forms turned in by the June 15<sup>th</sup> deadline.

**Budget:**

Raffy informed all that we are still approximately \$500,000 deficit in our 2003-4 proposed budget. Possible solutions would be to cut travel and use the Capital Improvement fund for equipment and supplies. Valerie admonished against taking out the professional development/training.

**Others:**

Jane reported that Pell award for SY 2003-4 will increase only by \$50 – up to \$4050 for the year. This is the smallest increase ever.

Jane also reported on Personnel issues:

- We have hired one new English instructor, arriving in August. No response from the other English position
- The cataloger position has been offered to a man from Papua New Guinea.
- Randy Edwards, the new Director of IT, will arrive June 28th.

The EC meeting adjourned at 4:35 p.m.