

Executive Council

COLLEGE OF THE MARSHALL ISLANDS
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To: Executive Council Members: John Tuthill, Interim President
Don Hess, Acting Dean of Academic Affairs
Wayne Schmidt, Director of Research and Planning
Rosita Capelle, Acting Dean of Student Services
Diane Myazoe, Dean of Cooperative Research and Extension
Troy Barker, Dean of Kwajalein Campus
Louiston Louis, Comptroller
Jane Taafaki Sam, Personnel Director
Seyoum Teshome, Faculty Senate President
Aluka Rakin, Staff Senate President
Peter Macwhaleng, Student Body President

From: Cheryl Jorban, Executive Assistant to the President

Re: Minutes of 4/12/02 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 8:07a.m. on April 1, 2002.

EC Members present: John Tuthill, Don Hess, Wayne Schmidt, Rosita Capelle, Louiston Louis, Diane Myazoe, Jane Sam, Kristine Smith (for Seyoum Teshome), and Aluka Rakin.

The meeting began with a period of silent reflection.

Approval of Minutes:

The minutes of EC meeting on April 1, 2002 were approved.

Before discussing Old Business, John reported to the EC members that he will be leaving CMI this summer as he has been approved as a Fullbright Scholar to the Ukraine. He continues to be upbeat and positive about CMI and is not leaving because of impending problems. He has not yet decided whether he will return to CMI after his year in the Ukraine.

OLD BUSINESS:

Patrick Langmoir Grievance:

John reported that the Grievance Committee unanimously agreed in favor of CMI that the elimination of Patrick Langmoir's position in 1997 was justified given CMI's financial situation at the time, and that CMI appropriately compensated him upon his termination. Patrick is not happy with the decision and alleges that the AG office tampered with the grievance process. Patrick is calling the members of the committee, but John has asked them to keep a log of everything that is said. John will write to Patrick notifying him of the decision and his right to

request that the Board of Regents review the decision within 10 days. John expects that Patrick will appeal to the BOR.

Presidential Search:

The advertisement for president appeared in the *Chronicle of Higher Learning*, as well as on the website. So far approximately 40 inquiries have been received. John is sending the job description along with a detailed letter regarding CMI, the Marshall Islands, and application requirements (letter of application, detailed resume, transcripts, 3 letters of recommendation, and 5 additional references) to everyone who inquires.

John will attend a conference in Seattle next week, and will meet informally with several of the applicants. He also plans to visit the University of Idaho regarding articulation agreement.

John hopes that the search committee may begin meeting the first week of May to go over the files of those with completed application packets. By the middle of May he hopes to be able to bring the top choices to Majuro.

At this point John asked to divert from the agenda to discuss an item of new business because Don needed to leave, and he was familiar with the other old business item regarding Gugeegue Campus.

NEW BUSINESS

SSSP:

John explained to the group that the SSSP grant will end in August 2002. He felt an institutional

obligation to continue to provide the same services to our students as SSSP currently offers. He suggested that since we have 2 counselor positions available, one counselor could be for academic purposes, and the other counselor for social or personal affairs. Another suggestion was to hire 3 counselors. Discussion ensued as to what money is available to fund these positions, and starting when. Kristine suggested that instead of hiring a 3rd counselor, we continue to hire the student tutors who are so instrumental in helping our current SSSP students. Jane agreed with Kristine, but suggested that instead of an academic and a personal affairs counselor, both counselors carry the academic counseling load, since this area is so important for our students. The group finally agreed to the following:

CMI will continue to hire two academic counselors, one with a sub-specialty in substance abuse, and the other with a sub-specialty in transfer. The tutors will continue to be funded to provide academic assistance for our students. Louiston will work out the details as to when funding is available for filling the positions.

It was also agreed that we have an obligation to find a CMI position for anyone who loses a job due to the discontinuance of the SSSP grant.

Faculty Senate Issues:

Don brought up a couple of issues raised at the Faculty Senate:

1. Is the list of students who owe money available yet?

Louiston responded that Business Office needs to verify the accounts.

2. Why does CMI payroll stop deducting social security payments only after an employee's accumulated gross salary reaches \$20,000, as opposed to the correct quarterly gross salary of \$5,000?

Louiston responded that he would correct this by stopping the deductions manually for those employees whose salaries reach \$5,000 on a quarterly basis.

3. Don reported that some faculty members have indicated their allotments are not being paid, and have reported that CMI employees are "blacklisted" at Bank of Hawaii.

Louiston responded that all allotments are being paid on a biweekly basis. It was agreed that

individuals with particular problems regarding their allotments should personally check with Louiston.

CONTINUATION OF OLD BUSINESS:

Gugeegue Update:

John reported that CMI received the official letter from WASC via fax on Foundation Day, April 5. The letter makes very clear that CMI as a whole is out of compliance with accreditation standards based on John's verbal and written reports on Gugeegue. Barbara Beno, Director of WASC—ACCJC, indicated that we would be put on the censor list in June. John said that he asked her bluntly whether, if we followed his plan to close Gugeegue and follow his 4-point suggestions of 1) upgrading the physical facilities, 2) recruit adequate full-time faculty, 3) write policy/procedures manual for Gugeegue, and 4) complete Substantive Change Report, would that get us off the "hit list." Barbara Beno indicated "yes".

The decision of closing Gugeegue campus is on the agenda for the Board of Regents at their meeting on Monday, April 15.

On Tuesday, April 9th, John, Louiston, Kenson, Wayne, and Tony went to Gugeegue. Tony was responsible for the plans for renovation of Gugeegue campus, and doing the physical plant inventory and land survey. Louiston and Wayne were tasked with collecting data needed for the audit, and Kenson and John did the public relations work.

John and Kenson met with Michael Kabua, who was understanding of the situation and accommodating in the continued use of his land on Gugeegue. They also met with Elbe and Troy, and had a town meeting whereby students and community members asked questions and voiced their concerns.

The audit of Gugeegue is one area in which CMI must immediately comply. WASC has mandated that CMI main campus obtain all financial aid, grade, registration, and business office records from Gugeegue, and determine/document any and all discrepancies. John asked the cooperation of all those involved in obtaining the information as quickly as possible. If records are missing from Gugeegue, this needs to be documented. If there is evidence of changing of grades or tampering of any official document, this needs to be documented. All allegations must be proved or disproved. John stressed the importance of giving a full and honest accounting to WASC. The survival of this institution is on the line pending the audit.

Some discussion ensued as to Gugeegue's responsibility in not providing the data to us on a

regular and timely basis. John stated that Gugeegue never had a clear process or clear plan for what their responsibility is/was, again justifying the need for a written policy manual, but WASC has made it clear that the main campus controls everything regarding a branch campus or extension program.

Wayne will distribute all the records he obtained while on Gugeegue, and will let Rosita know what is required of the Student Services Department in completing the audit for Gugeegue.

John asked that no information be hidden from him. He said that if WASC finds we have covered our tracks, we will certainly lose our accreditation. He also stressed that the accreditors like us, and will give us every break they can. We will survive.

The report needs to be completed by June 1st. Once the report is completed, John will testify before WASC on June 9th – 11th.

John also shared his concerns about CMI's responsibility in taking care of our Gugeegue students when the Gugeegue campus is closed. He indicated we have approximately 6 students who need 12 credits or less to graduate, and approximately 40 credit-level students. For those who are able to come to Majuro, we need to facilitate their transition as much as possible. John would like CMI to provide their housing free of charge—in the dormitories, if available. Louiston suggested that our facility in Arrak would also be available. Jane voiced her concerns about free housing in the dormitory. She indicated that an alternative to free housing would be to pay for their transportation to and from Ebeye. The suggestion of group rates on airlines or ships was also discussed. The following options could be available to Kwajalein students transferring to main campus:

1. free housing, or
2. payment for transportation
3. possible group rates on travel

John also indicated that we are contacting the University of Maryland to see if our students can transfer into their extension program on Kwajalein. He will also conduct a course-by-course evaluation of USP courses offered at Kwajalein to see which of those courses could be articulated into our program.

Regarding the physical facilities on Gugeegue, John reported that Troy has not yet conducted any survey to dispute Tony's position that the main building is structurally unsound. ADB will fund the building of 4 new classrooms and 2 additional apartments. Tony is currently working on renovation of the maintenance shop to adapt that building into 3 classrooms and office space. Further construction is

needed for a science lab and bathroom facilities. The library needs to be finished.

John further reported that on Wednesday, April 10th, he met with Colonel Wrenn on base. The Colonel already knew the inside story regarding Gugeegue, and asked John his opinion on moving CMI campus to Kwajalein. John said "no" because CMI is a Marshallese institution, and he did not want CMI to become another "dribelli" school. However, John was amenable to having certain programs on base and other ones on Gugeegue. John reported that specifically Colonel Wrenn would like to see CMI offer a nursing program on base, utilizing the hospital facilities there. He also mentioned a computer program, possibly a business program, and a vocational training certificate program. The Colonel justified his requests by telling John that he has orders from Washington to hire indigenous workers, and he wants to fill downsized positions with Marshallese. He wants CMI to train people to fill every support position on base.

Colonel Wrenn indicated to John that he is prepared to offer space free of charge to CMI. John asked for specifics from Colonel Wrenn—each area in which he is requesting training, and the number of people needed to be trained. Start date for this would be fall of 2003.

At this point, John asked that the Executive Council members think about what kinds of programs, if any, would be feasible for CMI to run on Kwajalein. Should we run a nursing program on base? Two programs? John asked that discussion of this and other above issues be tabled until the next EC meeting.

The EC meeting adjourned at 9:50 p.m.