

# College of the Marshall Islands

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## EXECUTIVE COUNCIL

**To: Executive Council Members:** Wayne Schmidt, President  
Marilyn Salas, Interim Dean of Academic Affairs  
Ira Hecht, Director of Research and Planning  
Richard Bruce, Dean of Student Services  
Diane Myazoe, Dean of CRE  
Raffy Nayon, Comptroller  
Jane Taafaki Sam, Personnel Director  
Christopher Spellman, Faculty Senate President  
Aluka Rakin, Staff Senate President  
Don Hess – Standing Committee Chairperson  
David deBrum – Standing Committee Chairperson  
Tim Owens – Interim IT Director  
Jeffrey Jacklick – SBA Vice President

**From:** Rutchel S. Taña  
Interim CAO

**Date:** July 15, 2004

**Re:** Minutes of 7/13/04 EC Meeting

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The Executive Council of the College of the Marshall Islands convened at exactly 3:10pm on June 30, 2004 in the President's Office.

**EC Members Present:** Wayne Schmidt, Marilyn Salas, Raffy Nayon, Jane Sam, Christopher Spellman, Don Hess, Diane Myazoe, Tim Owens, Richard Bruce, Aluka Rakin and Ruth Taña.

**Absent:** David DeBrum, Ira Hecht and Jeffrey Jacklick

The meeting commenced with a moment of silent reflection.

### **APPROVAL OF MINUTES 7/7/04**

Minor changes were made on the minutes. Don moved to approve the minutes. Chris voiced a second. The minutes was unanimously approved.

### **Old Business**

#### **1. DRAFT BUDGET**

The Budget Committee met last July 9 for the revision of the budget for Fiscal Year 2004-2005. Adjustments were made in each department to help solve the deficit. Don moved to approve the corrections on the budget. Tim voiced a second. The corrections were unanimously approved.

### **New Business**

#### **1. COLLEGE CATALOG**

Marilyn discussed that there are some adjustments on the catalog because of the accreditation issues. She also suggested to make some editorial changes and have the revised catalog returned to her. Wayne emphasized that all revisions should be in by Monday, July 19, so that the catalog can be included in the BOR meeting agenda folder. Additional changes were made on the college catalog. Don moved to approve the changes and Chris voiced a second. The changes were unanimously approved.

The EC meeting adjourned at exactly 5:20 pm.