



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:

October 19, 2004

Re:

Minutes of 10/13/04 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 2:10pm on 13 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, Aluka Rakin, Chris Spellman, Don Hess, Robert Prescott, and Barry Rilang.

Absent: Jane Sam and David DeBrum

Guest: Dr. Leslie Purdy

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

The minutes from last meeting were approved.

NEW BUSINESS

1. Welcome Guest(s)

President Schmidt welcomed Dr. Leslie Purdy. Dr. Purdy had good things to say about CMI. She sensed strong commitment and energy from the CMI faculty and staffs.

2. Credit Transfer Form

Since the document for this agenda item was not reproduced and distributed, this item has been tabled for next meeting.

3. Prototype for Work Study Schedule

Dr. McGrath suggested that supervisors (of work-study students and other subordinates) follow a template schedule sheet that allows everyone to know where their subordinates should be. This will provide a circumvent understanding of where people should be.

OLD BUSINESS

1. WASC Progress Report

It was agreed by all members that Monday October 18, 2004, at noontime would be the deadline for finishing Progress Report for WASC. Report should include all relevant information from Dec. 2002 to present. It was clarified by Dr. Purdy that the report should address issues or standards that led CMI to "Show Cause" status.

2. School Minder Update

Mr. Prescott informed the Council that all student basic information from Fall 2003 to Fall 2004 will be entered by Tuesday October 19, 2004. After these are completed, then they will focus on entering transcripts, GPA, and other in-depth information.

President Schmidt informed the Council that regarding the last IPEDS report submission, out of 45 entries 29 were in errors. This has cost the College \$20,000. Major errors consist of housing issues.

3. Program Review drafts

President Schmidt informed the Council that drafts are moving forward and should be on the Board of Regents agenda.

4. Master Plan & Program Review Timeline

IT department is going through their second round of reviewing their draft master plan in consultation with other departments.

Physical Plant has submitted their master plan. A feasibility study will be conducted to determine the cost associated with our facilities master plan. The study will be conducted with the thinking that we will stay on Uliga Campus.

President Schmidt needs master plan from SCSD, CRE, Education, Nursing departments and others.

Dr. Purdy suggested that it would have been good if we had the master plan done prior to the visit of WASC Accrediting Team. Dr. Purdy also recommended that we should sit down and discuss how we are going to handle the visit. We should include the students in all our plans and instill enthusiasm and optimism in the CMI Community. Dr. Purdy also suggested that if any progress that makes our name looks good after the visit of WASC, we should report these achievements nevertheless to WASC for review.

5. Standing Committees

SBA President Rilang submitted names from SBA for the standing committees.

It was recommended that each committee formulate their purpose for existing and also their mandate.

6. Others

Mr. Hess brought forward a request to have BOR form a subcommittee in order to have amicable negotiations with faculty senate. Negotiations will focus on salary increase for the faculty.

Land Grant will have Open House around late November-early December.

Dr. Purdy recommended that we think about creating a position overlooking Public Relations matters.

President Schmidt informed the Council that all workable computers that will be replaced should go to the students, i.e. student labs, lounge, etc.

SBA President Rilang requested if the room adjacent to the faculty offices be temporarily used as a student computer lab. Mr. Prout and Mr. DeBrum will look into this.

Mr. Hess and Mr. Hecht clarified that the SBA VP can attend BOR meetings in place of his/her president.

Mr. Domnick requested if he could proceed with an initiative to negotiate a stronger bandwidth with NTA. The Council gave him its blessing and good luck.

A meeting will take place with Deputy Assistant Secretary David Cohen and all members of the CMI Task Force. This meeting will be held on Wednesday October 20, 2004, at the Majuro City Hall. If you are a member, please attend.

The EC Meeting adjourned around 4:05pm.