

Executive Council

COLLEGE OF THE MARSHALL ISLANDS
P.O. Box 1258
Majuro, Marshall Islands 96960

TELEPHONE: (692) 253394/3291
FAX: (692) 625-7203

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
Mark Stege, Grant Writer
Tim Owens – Interim IT Director

From: Rutchel S. Taña

Date: June 18, 2004

Re: Minutes of 6/16/04 EC Meeting

The Executive Council of the College of the Marshall Islands convened at exactly 3:03pm on June 16, 2004 in the President's Office.

EC Members present: Wayne Schmidt, Diane Myazoe, Marilyn Salas, Richard Bruce, Jane Sam, Raffy Nayon, Chris Spellman, Aluka Rakin, Mark Stege, Jeffrey Jacklick and Rutchel S. Tana

Absent: Ira Hecht, Tim Owens

The meeting began with a period of silent reflection.

Approval of Minutes of the 6/1/04 EC Meeting

Don moved to approve the minutes. Chris voiced a second. The minutes were approved.

NEW BUSINESS:

Welcome & Introduction: Mr. Mark Stege and Rutchel S. Tana

Wayne welcomed and introduced Ruth Taña as Interim CAO and Mr. Mark Stege as Grant Writer. A warm welcome was extended to Ruth and Mark.

CMI CALENDAR

Wayne distributed the copies of the School Calendar for 2004 & 2005. He commented that there are several Legal Holidays. The date of the Final Grades Due from Instructors be moved up from May 17 to

May 16 due to the hectic schedule of Graduation. Likewise, the council assigned January 23 for the Capping and Striping of Nursing Students. Item pending receipt of RMI holidays.

CMI PLACEMENT TEST

Discussed implementation procedures for placement test. Chris Spellman stated that we administer test to readmitted students. While CMI recognizes that a credit level student may not have the skills to continue, CMI cannot force a student to take additional development level class. CMI faculty should advise students of their options & recommend taking additional development classes to refresh their skills if needed.

CMI INSTRUCTOR'S ACCESS TO SCHOOL MINDER

CMI IT Department & Academic Affairs will work with Faculty to reactivate School Minder passwords. IT will also try to change required weekly log-in to monthly. It will also work on helping faculty maintain attendance on School Minder & to print selected reports such as class lists. Discussed Banner System as a possible next level of a CMI database. Wayne Reported that a number of US colleges are switching to Banner. Marilyn asked what the other Micronesian colleges are using as their databases.

MARINE SCIENCE PROGRAM

Don presented the complete Marine Science program for review by EC. Program has been approved by CMI curriculum committee. Program approval tabled till next week while EC Members review Program.

OLD BUSINESS

WASC Report

Wayne reported on presentation by Biram Stege & himself at the June 10th meeting in San Francisco.

Additional Agenda

TRIP TO TAIWAN – Wayne together with Minister Kendall and wife and some ROC governmental representatives in Taiwan will be going to Penghu Taiwan on June 19, 2004 until June 28, 2004 to attend meetings. The Republic of China will be covering most of the expenses.

Plan for Facility Upgrade

Wayne distributed copies of the planned improvements on the physical structure of the campus. He discussed some proposal for the renovation of some buildings. Jane suggested that comments pertaining to the proposed project be taken up in the next EC meeting.

The EC meeting adjourned at exactly 4:15 pm.