

# Executive Council

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**To: Executive Council Members:** Alfred Capelle, President of CMI  
John Tuthill, Dean of Academic Affairs  
Wayne Schmidt, Director of Research and Planning  
Loretta Link, 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  
Rosita Capelle, Staff Senate President  
Peter Macwhaleng, Student Body President

**From:** Cheryl Jorban, Executive Assistant to the President

**Re:** Minutes of 1/21/02 EC Meeting

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The Executive Council of the College of the Marshall Islands convened at 3:05 p.m. on January 21, 2002.

EC Members present: President Alfred Capelle, John Tuthill, Wayne Schmidt, Loretta Link, Raffy Nayon (representing Louiston), Jane Taafaki Sam, Seyoum Teshome, Rosita Capelle, and Peter Macwhaleng

The meeting began with a brief moment of personal reflection.

Approval of the minutes of the EC meeting on January 14, 2002, were deferred to the end of the meeting to allow more time to review them since PeaceSat was down today.

## **Interim President:**

Alfred reported that the Board of Regents has appointed John Tuthill as Interim President, beginning 2/1/02. Alfred thanked John, on behalf of the BOR, for accepting the appointment.

## **Allotments:**

Alfred brought up the suggestion of requiring CMI employees to be responsible for payment of their own utility bills and to stop the practice of allotments to companies other than banks. Discussion ensued regarding the pros and cons of this suggestion. Decision on whether CMI should stop allotments to

MEC, NTA, and MSWS was tabled until next meeting pending the following:

- Raffy will submit data regarding current allotment payments to utility companies
- Rosita will bring topic up at Staff Senate for their input
- Wayne will plan out a draft procedure for implementing the change

## **Civil Action Court Case:**

Alfred reported to EC members about the current court case in which a former CMI employee, Patrick Langmoir, is suing Alfred for breach of contract. The AG's office has responded with a motion to dismiss the action. (**Note:** A copy of this motion along with the President's affidavit is filed in Archives for all to review.)

## **Departmental Reports:**

**ACADEMIC AFFAIRS:** John reported that all is well in his department.

**STUDENT SERVICES:** Loretta reported that there has been some discussion to change the period for late registration from 5 to 2 or 3 days. She also reported that a search committee will be formed to fill the position of Financial Aid Director. Loretta is working with Tony to upgrade the nursing dorm--new paint job, bathroom repair, locked storage areas, and new mattresses. She reported that she plans to

purchase a new dryer for the dorm. These needs will be addressed at the Facility Planning meeting on Wednesday.

**RESEARCH & PLANNING:** Wayne reported that he is preparing to go to Gugeegue to meet with Troy regarding accreditation procedures and other planning issues. He is trying to set up a data base for grants so that we know what has been funded in the past, what is currently funded, and what may come in the future. An analysis of the SLEPT and ACCESS tests used in Developmental is also in the works.

**CRE:** Alfred reported that Diane was busy with the new Agriculture Research Scientist, Virendra Mohan, who arrived last evening.

**BUSINESS OFFICE:** Raffy reported that the Business Office is trying to enter data into the accounts in order to submit monthly reports to the departments. He asked for suggestions on how to general more revenue to pay off our outstanding debts, specifically the MISSA social security tax. Alfred suggested establishing a committee to help with this task. Alfred asked when the drawdown from PELL would take place; Raffy responded that the Business Office is waiting for reports from FAO. Further discussion on the outstanding debts issue was tabled for the next EC meeting until Raffy could submit a report to the EC members.

**FACULTY SENATE:** Seyoum reported that faculty are doing well. There are some challenges with students not attending classes during the week of late registration. Jane stated that by reducing the number of late registration days and limiting the add period for classes, students would not miss the first week. Peter responded to the question of why students don't go to class and reported that some students do not attend class because they don't have books. Alfred asked that everyone encourage the students to come to class even if the books have not arrived.

**STAFF SENATE:** Rosita reported that the first staff senate meeting of the new year would be held this coming Wednesday. Election of new officers will be held. She reported that from last meetings, some staff complain that the door to Administration is locked and they cannot clock out. She indicated this concern was brought up to the Business Office.

**SBA:** Peter reported that the first Study Body Council meeting would be held tomorrow (Tuesday) at 11:00. He reported that they are considering changing the Spring Picnic to a general clean-up and picnic on campus. He asked staff and faculty to participate in this upcoming clean-up.

### **Other:**

Alfred announced to the EC members that Foundation Day is coming up, and now is the time to start preparations for this event. Discussion of the day(s) set aside for Foundation Day this year ensued, since Easter weekend is March 29 through 31 (March 29 is a holiday), and April 1 would be the Monday following Easter. The EC agreed to move Foundation Day activities to Friday and Saturday, April 5 and 6.

Alfred reported that the next EC meeting will be his last meeting with the Executive Council.

The minutes of last meeting were discussed, and Wayne pointed out that the 2 grants mentioned in the minutes were not approved. The corrected minutes were approved.

The EC meeting was adjourned at 3:38 p.m.