

Executive Council

COLLEGE OF THE MARSHALL ISLANDS
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To: Executive Council Members: John Tuthill, Interim President
Kenson Alik, Acting Dean of Academic Affairs
Wayne Schmidt, Director of Research and Planning
Richard Bruce, Dean of Student Services
Diane Myazoe, Dean of Cooperative Research and Extension
Raffy Nayon, Acting Comptroller
Jane Taafaki Sam, Personnel Director
Ted Stepp, Faculty Senate Vice-President
Aluka Rakin, Staff Senate President
Peter Macwhaleng, Student Body President

From: Jane Sam - Recorder

Re: Minutes of 6/24/02 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 4: 50 p.m. on June 24, 2002.

EC Members present: John Tuthill, Wayne Schmidt, Richard Bruce, Raffy Nayon, Kenson Alik, Jane Sam, Ted Stepp, Diane Myazoe and Peter Macwhaleng.

The meeting began with a period of silent reflection.

Welcome Richard Bruce – New Dean of SCSD:

John welcomed Richard Bruce, the new Dean of Student and Community Services. He said that he is a CMI graduate who left us for UH Hilo and then on to Arkansas State.

CMI Invitation to US Embassy July 4th:

John asked about letting people go to attend the July 4th celebration at the US Embassy? Jane felt that CMI employees should not be released to attend. She proposed that John issue a general invitation to the CMI community but people should not be taking off (unless they take leave). Kenson agreed with Jane and suggested neither work nor classes be stopped. He also suggested that Jane write the memo for John to sign. Jane agreed to write the memo to the CMI staff/faculty.

NEW BUSINESS:

Budget Issues:

John said that a number of faculty members have asked him whether they should be looking for another job and whether CMI will be open in the fall. He said that CMI is stronger now. John asked the EC

how the staff are doing? Kenson said that he is running their programs currently with special contracts. He said that we have had shortfalls before and he into the files in the Business Office and found that they were OK for the summer. However he said, people were panicking before. Jane said that people are justifiably concerned. She said that a letter from the President to reassure the CMI staff/faculty could be a good idea. John said Gugeegue has always been a problem and we have just faced up to it. He said that the Business Office has always had problems. He said that part of the reason we had budget shortfalls, was that we overestimated tuition, we didn't include monies owed to MISSA, there was misappropriated money etc. However, now, this has stopped so we have made positive steps.

John said that he was thinking of having a twon meeting on Wednesday to talk to and reassure the staff/faculty. Ted said tat we need people to come, to be serious about it. Jane suggested that the President write a memo inviting the CMI staff/faculty. Ted agreed saying that we should take a positive approach.

Payroll: John explained that last payday, payroll was made at 11:40 am on Friday morning. He said that this is not a new occurrence. Ted said that he takes not getting paid seriously. Jane remarked that we should be honest about it and let people know ahead of time if they are not going to get paid. John reported to the EC that Jane is working on getting enough Pell awards done to cover CMI's payroll this Friday. He added that she only has grades A-M and needs the rest in order to award continuing students. Jane said that she can award new students and those whose grade reports we have (Spring 2002 and Summer 2001). John asked whether MOE was

current in its' payments to CMI? Raffy said that MOE was current. He added that the Business Office will get the MOE students plus the GED billing together by next week. Ted commented that it has been a whole month since the end of the spring semester and wanted to know why the grades were not done. He asked what can be done to expedite things? Richard Bruce responded by saying that the Registrars office needs the computerized records system software to assist. He said that there are only 2 of them in the office and they need help. Ted said that 25% of the first group of student he registered had errors on their records. He said that the system has inaccuracies, communication has been unclear and has resulted in errors and delays. John explained, in reference to the computerized records system, that SCSD has not had a dean for almost a year, presidential leadership failed and communication broke down. John asked Raffy whether we have received the 4th quarter drawdown from the RMI government? Raffy responded that Finance had said July but he is still hoping that it may be sooner. Richard asked how much we are to expect? Raffy said that we should be getting \$189K.

Revised CMI Budget: John explained that there have been inaccuracies over time in our budget calculations. He said that we must go over the revised budget for this year. He added that there are still departments who have spent all of their budgets or are going on to spend all of their revised budget. John said that the Budget Committee has to look at an honest projection of revenue to September 30th. He said that it has to be an honest projection of mandatory expenses. He added that CMI will honor all it's contracts, pay it's utility bills etc. The Budget Committee must decide on the cuts and revisit the 2002-2003 budget, even if it is unbalanced. John said that the political environment right now is hostile. He added that there are some who think that CMI should call upon the government to make up the deficit. Jane asked whether we will get to appeal to the government appropriations committee? John responded that CMI must be prepared to fight for it and be prepared for the possibility that we will not get the money we ask for. Ted commented that CMI needs to communicate all the positive things that we do for the welfare of the RMI. Jane agreed saying that we have done a lot of complaining and pointing fingers in the past and that we need a better presentation. Richard said that perhaps we should be lobbying the right people. He suggested that we compile a positive package and then meet individually with senate members so they are prepared and knowledgeable before the hearing. The EC agreed with this idea. John added that Alfred had agreed too. John said that he had been asked by Alfred to prepare an annual report for CMI for this purpose. The goal was to have a professional report

for precisely these kinds of situations. He suggested that perhaps a small group of people prepare to articulately explain our achievements and goals.

Presidential Search

John said that people are concerned about the search. We have had 2 on campus visits and 3 telephone interviews. He said that the search is going very well and good searches take time. However, the rules have changed. Previously, the Search Committee had been meeting, interviewing candidates etc. John said that we were preparing for another onsite visit when Billy Roberts (Acting Board of Regents Chairman) asked why we were not following the procedures set out by the BOR. John did not know about it as it had been discussed in the closed session meeting in January. John got a copy of the minutes on Friday morning and a memo from Billy to follow up. John reported that the Search Committee is to filter the applications and the BOR will choose who is to be interviewed, brought to Majuro, etc. Based on this, the Search Committee briefly met and identified 3 candidates with complete application packets (including transcripts and independent references) to forward to the Board. When the committee tried to meet to select the candidate to forward to the BOR, most committee members were unavailable so (with Billy Roberts' OK) he asked Tim Owens to participate instead. John added that he also found out who is actually on the Search Committee. The members are: Jane Sam, John Tuthill, Fr. Rich , Cheryl Jorban, Peter Macwhaleng, Don Hess and Seyhoum Teshome. John also reported that Billy Billy had called concerning the position. John said that he told him that we need transcripts and references to complete his file. John said that all this information will go to the BOR on Tuesday. Although the BOR is not to meet until July but they want this done prior to that. Ted said that he is concerned about the integrity of the process and questions the list of committee members. John remarked that 2 of the 3 people the Search Committee selected were pre-selected by the entire Search Committee. He added that there is not much left for the Search Committee to do. Ted asked about contingencies? John responded that he does not know when he is leaving but he has a deep commitment to see the search through.

The EC meeting adjourned at 5:10 pm.