



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:

November 30, 2004

Re:

Minutes of 11/24/04 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 3:07pm on 24 November 2004, at the Office of the CMI President.

EC Members Present: President Wayne D. Schmidt, Carlos Domnick, Dr. Troy McGrath, Richard Bruce, Diane Myazoe, Chris Spellman, Raffy Nayon, Robert Prescott, Don Hess, Barry Rilang and Kimiko Keju.

Absent: Jane Sam, Ira Hecht, Tony Prout, Aluka Rakin, and David DeBrum.

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

Approval of Minutes:

Mr. Hess moved to approve the minutes. Mr. Spellman voiced a second. The minutes were unanimously approved.

OLD BUSINESS

1. Update on the latest from WASC Site Team

President Schmidt informed the Council that he has not received any news yet from the WASC Site Team.

2. CMI Program Review Guide & Master Plan

This issue was fully covered at the last meeting.

3. School Minder Update

Mr. Prescott informed the Council that social security numbers and birth certificate are now being entered. Records dated back to the year, 2000, have begun to be inputted. This was confirmed by Dean Richard Bruce.

4. Others

Mr. Hess complained about the lack of attendance of SBA representative at the Curriculum Committee meetings. He proposed that some sort of policy be drawn up to get the inattentive SBA representative replaced or get the SBA off the committee if this problem continues to exist.

NEW BUSINESS

1. Survey of Institutional Effectiveness

Mr. Hess and Dr. McGrath requested if the survey could be clearer. President Schmidt suggested that departments use the survey as a tool for departments' program reviews.

2. Departmental Planning

This item was tabled until minutes from previous day's meeting (Departmental Planning meeting) was completed and distributed.

3. Utilization of WASC Accreditation Assistance Grant from DOI

President Schmidt informed the Council that a \$36,500 grant from DOI has approved for accreditation assistance purposes. Efforts are being taken to bring consultants that can assist the College with its Master Plan. The money can also be used for compensation to Task Force for continued assistance.

Dean Richard Bruce asked if the money could be used to get technical assistance for Program review training and initial implementation. President Schmidt agreed that this money could be used for such assistance.

4. Proposal to have Regent Sandy Dismas to be the third signatory to CMI checks

Mr. Hess proposed to the Council if it can consider having Regent Sandy Dismas become the third member of the Board of Regents signatory to CMI checks. There has been several number of problems trying to access and gain Board signatures to CMI checks. Mr. Domnick commented that it is the College's intention to be more effective and efficient as well as fast turnaround in providing services to the students and community. He said our having to deal with the inaccessibility to Board members that sign checks handicaps the College's efforts in providing the kind of service it strives to deliver. From all the discussion, it was agreed that the item be passed on to the Board of Regents for approval but Dr. McGrath proposed that it be Vice-Chairman Billy Roberts' name instead that should be brought forward. President Schmidt agreed since Vice-Chairman Roberts is an officer of the Board.

5. Proposal to eliminate one day of registration

Mr. Hess mentioned that faculty members have been complaining about

this issue. He said it creates problems because students end up running around trying to register while classes have already begun. He also mentioned that it is not fair to the students as well since he/she has to catch up with the materials that were discussed on the first day of class.

6. Christmas Party

It was agreed by the Council that the CMI Christmas Party will be held at Club Lanai on Friday December 10, 2004, from 6pm – 12 pm.

7. Others

Mr. Hess informed the Council that a team from the University of Hawaii – Hilo will be visiting Majuro to discuss articulation agreements/issues and then meet with students. The team is due to arrive December 10 and depart December 13. Mr. Hess encouraged the Council to take advantage of this visit since University of Hawaii – Hilo is reported by the RMI Scholarship Office as one of the top destination students consider when looking beyond CMI.

The EC Meeting adjourned at 3:53pm.