



College of the Marshall Islands

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EXECUTIVE COUNCIL

To: Executive Council Members:

Dr. Troy McGrath, Acting President and
Dean of Academic Affairs
Richard Bruce, Dean of Student Services
Diane Myazoe, Dean of CRE
Christopher Spellman, Faculty Senate President
Damien Capelle, Staff Senate President
Raffy Nayon, Comptroller
Ira Hecht, Director of Research and Planning
Jane Taafaki Sam, Personnel Director
Robert Prescott, IT Director
Tony Prout, Physical Plant Director
Don Hess, Standing Committee Chairperson
David DeBrum, Standing Committee Chairperson
Barry Rilang, SBA President

From:

Francis Carlos Domnick, CAO

Date:

January 31, 2005

Re:

Minutes of 01/26/05 EC Meeting

The Executive Council of the College of the Marshall Islands convened at 1:35pm on 26 January 2005, at the Office of the CMI President.

EC Members Present: Interim President Troy McGrath, Carlos Domnick, Richard Bruce, Diane Myazoe, Raffy Nayon, Chris Spellman, Aluka Rakin, Ira Hecht, Tony Prout, Robert Prescott, Don Hess, Barry Rilang, and Kimiko Keju (in place of Jane Sam).

Absent: Jane Sam (on maternity leave) and David DeBrum

Guest in Attendance: Ebeye Club President and Vice-President

Approval of Minutes:

Mr. Don Hess moved to approve the minutes. Mr. Ira Hecht voiced a second. The minutes were unanimously approved.

OLD BUSINESS

1. Institutional Effectiveness Survey

Mr. Hecht distributed a draft questionnaire that will be used to survey CMI's effectiveness. He will inform the Council about the progress of this survey.

2. Approved NTA User list

Mr. Robert Prescott informed the Council that there has not been any control on the usage of CMI's given leased line from NTA and actions will be taken to control the usage. A list of cutoff users will be available soon for President's approval.

3. Seyoum Teshome's Grant

Mr. Chris Spellman informed the Council that a grant that has been awarded to Mr. Teshome's for work done at Palau and a check is on its way to CMI. Mr. Teshome will be getting one-third of the grant while the rest comes to CMI.

NEW BUSINESS

1. Ebeye Special Needs Money

Mr. Barry Rilang introduced the President and Vice-President of the Ebeye Club. They were present to witness the deliberation on this agenda item. Ebeye Club wanted to know how will/how was the money that was given to CMI from the Ebeye Special Needs Fund will be/was used. Mr. Raffy Nayon responded that the money was given to CMI as part of the RMI Government contribution to CMI fund. The money was used for general CMI operations.

2. Student Internet Access

Mr. Rilang questioned whether the Student Recreation Lab will be hooked

up to the Internet. Mr. Prescott responded saying that there are no lines (Cat 5) hooked up to the lab so it will not be possible to access the Internet in the very near future. Mr. Prescott further responded that a monitor will need to be in place prior to setting up the lab for Internet access. Mr. Prescott informed the Council he might open up Room 200 for Internet if there is supervision. Mr. Rilang responded that he has appointed SBA members to monitor computer usage. He stressed the concern from students that they need the Internet for research, email, etc. It was agreed that a list of computers available for Internet usage will be available soon.

3. Transportation for Commuting Students

Mr. Rilang informed the Council that students whose residents are after the airport all the way to Laura are not happy about a discontinuation of transportation service that CMI made available not too long ago. Students are concerned that the private bus services from Laura to DUD area are always full and students are having problems trying to get to their classes on time. Mr. Hecht proposed the idea of bringing the buses at Gugeegue campus to Majuro. Mr. Tony Prout responded that CMI needs to review the content of an agreement with MoE before proceeding on such action. Interim President Troy McGrath tasked Mr. Rilang to come up with the number of students living in these areas, their schedule, and their concerns. Interim President McGrath informed the Council that there is money for a new bus if it is really needed.

4. Proposal for Annual Leaves Scheduling

Mr. Prout proposed to the Council a scheduling plan for annual leaves for the Physical Plant crew since they work many hours and sometimes loses their

annual leave hours. Mr. Prout informed the Council that he had consulted the workers on this and actually the policy supports this kind of initiative. Interim President McGrath responded that this has to go to the Board.

5. IT Driver License on Moodle

Mr. Prescott informed the Council that he along with Mr. Timothy Owens are working on a program that will test CMI employees their computer skills. The purpose of this is so that all CMI employees are computer literate. Employees with computers now have access to this program and are encouraged to start using it.

6. Marshall Islands Teachers Credit Union

Mr. Carlos Domnick informed the Council that Mr. Patrick Langmoir has contacted him and is interested in giving a presentation to the faculty and teachers on the Education department about the Marshall Islands Teachers Credit Union. Mr. Chris Spellman responded that Mr. Langmoir can do this at the next faculty meeting. Interim President McGrath also responded saying that he will talk to David Kupferman on this subject as well to get the student teachers at the Education Department involved.

7. Request from UB for computers

Mr. Nayon brought up a concern about a request from Mr. Jim Hicklin. Mr. Hicklin is requesting to have new computers installed in the Upward Bound Lab. Mr. Hess responded saying that Upward Bound should have a budget that should include office equipments and the request is late. Interim President McGrath concluded discussion on this agenda item saying that he will have a chat with Mr. Hicklin.

8. Others

Interim President McGrath informed the Council that he is working on creating part-time associate/assistant dean or director positions. These people would serve for a semester or longer. When deans or directors go off-island, these associate or assistant deans or directors would automatically be appointed in charge of their division or department.

Interim President McGrath gave an update on CMI's accreditation issue. He said that information on this issue can be found on the ACCJC website: www.accjc.org. Interim President McGrath informed the Council that CMI has a plan in case we lose accreditation, it will have to work on a new accreditation. If probation continues, a new report will be due April 1st.

Interim President McGrath informed the Council on a video done by Mr. Dean Jacobson. He mentioned that the video was very well done and he encouraged others to follow this kind of initiative.

Dean Diane Myazoe informed the Council that CRE will be having an Open House for schools to not only tour the Arrak Campus but also witness the exciting projects going on.

Interim President McGrath informed the Council that former President Wayne D. Schmidt resigned at the beginning of January. Mr. Hess mentioned that CMI should do a small farewell party for Dr. Schmidt. Most of the Council members agreed so a small potluck get together is being planned for Friday 4 February 2005 at 4pm. The venue is yet to be determined.

Mr. Hecht informed the Council that a seminar on Performance-based Budgeting will be held on February the 7th. The time and venue is yet to be determined.

Mr. Rilang informed the Council that a SBA Welcome Party is planned to be held Saturday 30 January 2005 at 6pm

in the Education Department Lawn. All are welcomed.

The EC Meeting adjourned at 2:30pm.