

Executive Council

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

TELEPHONE: (692) 625-3394/3291
FAX: (692) 625-7203

To: Executive Council Members: Wayne Schmidt, President
Richard Bruce, Dean of Student Services
Diane Myazoe, Dean of Cooperative Research and Extension
Tony Prout, Acting Dean of Kwajalein Campus
Raffy Nayon, Comptroller
Jane Taafaki Sam, Personnel Director
Seyoum Teshome, Faculty Senate President
Jonathon Cassel, Director of Academic, Kwajalein Campus
Aluka Rakin, Staff Senate President
David deBrum, Acting Director of Physical Plant, Majuro Campus
Heralds Lemari, Student Body President

From: Cheryl Jorban, Executive Assistant to the President

Re: Minutes of 1/29/03 EC Meeting

The Executive Council convened at 3:00 p.m. on Wednesday, January 29, 2003.

EC Members present: Wayne Schmidt, Richard Bruce, Diane Myazoe, Jane Sam, Seyoum Teshome, Cheryl Jorban

Excused: David deBrum (at Arrak), Raffy Nayon (on leave), Jonathon Cassel (phone lines to Gugegug down)

Absent: Tony Prout, Aluka Rakin, Heralds Lemari

Guest: Tim Owens

The meeting began with a period of silent reflection.

Approval of Minutes

The minutes of the EC meeting on January 22, 2003, were approved.

Report from President:

Wayne reported that he just received a letter by fax from Barbara Beno, Executive Director of ACCJC, stating that CMI was officially on probation. He outlined the reasons for probation as stated in the letter:

1. CMI is out of compliance with Standard 9, Financial Resources. CMI must provide the Commission with the final audit reports for 1999, 2000, 2001, and 2002, along with a

summative report stating all the steps CMI has taken to address and correct our financial problems.

2. CMI has not yet addressed the concerns of the Commission regarding efforts to address English language curriculum and student learning outcomes. CMI must report on the progress made in assessing the student learning results of the basic skills programs developed to address the English language deficiencies.

In addition, the letter reminded us that a Substantive Change Report is required prior to re-opening Kwajalein Campus. Wayne will ask for clarification on this item, since it is his understanding that a Substantive Change Report is not needed if CMI offers less than 50% of total programs (only Developmental and core credit classes being considered at this point).

The letter also applauded the candor and honesty with which CMI has reported on its financial conditions.

The report to the Commission is due by May 1, 2003.

When questioned whether the WASC Team visit in February could removed us from probationary status, Wayne replied that the results of the WASC Team Visit will be reviewed by the Commission at their meeting in June. The WASC Team may find additional items which could result in further

probation, or they could find that CMI has addressed the concerns and recommend removal from probation. Either way, CMI's reaffirmation of accredited status is delayed until the Commission receives both the requested report and the WASC Team's recommendations, and has their meeting in June to make a final decision.

Further discussion ensued regarding possible assistance WASC may offer to help CMI overcome the problems. Wayne stated that WASC is willing to offer Executive- and Board-level financial training—but at a cost. Sacramento City College has also offered to provide assistance—again at a cost to CMI. Local assistance may be available; Tim suggested non-physical-presence training through video conferencing.

The EC continued their discussion of the upcoming WASC team visit. Wayne reminded everyone that the requests of the team during their visit take priority over all other duties.

Appointment Letters

Copies of two letters were distributed to EC Members. One letter appoints the members to the Search Committee for the Dean of Kwajalein Campus. The other letter appoints the members to the Coordinating Committee for CMI's 3 campuses: Majuro-Uliga, Majuro-Arrak, and Kwajalein-Gugeegue.

OLD BUSINESS:

Accounting Manual:

The EC continued their review of the draft Accounting Manual.

Wayne suggested that all tabled items from last week's meeting be again tabled until then entire manual has been reviewed. No objections.

All suggested changes in the draft manual were accepted with minor adjustments. Only one item was tabled for discussion at next week's meeting: pg. 37, Leave Requests.

The EC meeting adjourned at 4:45 p.m.