

College of the Marshall Islands
Friday, January 28th: 11:10 AM – 12:00 PM
Faculty Senate – Minutes of Discussion

Chair: Alvin Page – FS President

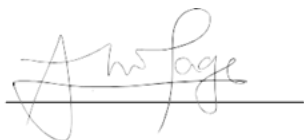
Deputy Chair: Rosalinda Sumaoang – FS Vice President

Minute Taker: Alexander Velasquez – FS Secretary and Treasurer

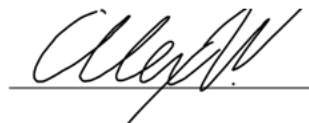
Quorum: 23 required, 40 in attendance.

1. The meeting was called to order.
 - i. **Quorum was reached at 11:13 AM.**
2. The College Mission Statement was read.
3. Review of the Minutes from January 14th, 2022
 - i. Minutes were approved and seconded without abstention.
4. Special/Urgent Business
 - i. Proposed Housing Questionnaire
 1. A survey form will be created and sent out so that we can get feedback and data to have a discussion about housing.
 - ii. Credit/Work Load Discussion
 1. An online Word document has been created where faculty can share their comments, suggestions, and ideas with regard to faculty credit/workload.
 - a. Faculty have until February 4th to share their thoughts.
 - i. The move was approved and seconded without abstention.
 - b. The results of the discussions can be put in writing and submitted to HRC.
 - i. These can then be included when reviewing policies going into the future, as these policies will be coming up for review soon.
 - c. A discussion was had comparing workloads between CMI and other community colleges in the US.
 - i. Most four-year universities give a 12 credit teaching load to give time for research. Here at CMI, however, it is 15 credits because this is primarily a teaching institution.
 - ii. One faculty member raised the issue that it may be too late to go back to the 12 credit workload; the way forward is to stick with 15 credits and to see where the overload limit ends.
 - iii. SWOT Analysis for Financial Wapepe
 1. Faculty found the survey difficult to understand; the survey is too abstract, and there are not enough concrete examples to accompany the Finance plan (Financial Wapepe).
 5. Executive Council & Executive Officers' Report
 - i. Adjuncts: There will be an update on the adjunct section of the HR manual.
 1. So there were two forms sent out for the update:
 - a. A self-evaluation form for current adjuncts
 - b. An evaluation form for each department
 - ii. The student body president brought up the topic of dorms:
 1. Some dorm students are currently staying at MIR and RRE.
 - a. MIR and RRE students don't have internet access there or transportation to campus.
 - i. Some of these students, especially the MIR students, don't have easy access to campus because they may not have the money to taxi to CMI. (RRE students live a walkable distance from campus.)
 1. Faculty should be aware of this and be flexible with online assignments and with attendance for students who live at MIR.
 6. Human Resources Committee

- i. PMS comments were taken into account.
 - 1. They have to go through working group first, and then afterwards they will go to HR.
 - ii. With a written confirmation from the respective Senate bodies, the following policies were approved:
 - 1. 4.1 Employee Attributes General Standards of Conduct
 - 2. 4.2 Resolution of Workplace Issues
 - 3. 6.4.2 Transportation
 - iii. With no objections but a written confirmation from the respective Senate bodies, the 4.3 Employee Discipline Policy was approved as presented.
 - iv. 4.4 Grievance Resolution
 - 1. Form 4.4 A Formal Grievance
 - a. The Faculty Senate made a motion to approve, seconded by the EVP. The motion was passed successfully by the majority with no abstentions.
 - v. With a written confirmation from the respective Senate bodies, the 4.4 Grievance Resolution was approved as projected.
7. Curriculum Committee RSA
- i. Two courses were approved: Sociology 130 and Sociology 140.
 - ii. PI 122 needs renumbering.
8. Institutional Effectiveness Committee
- i. The minutes were given to the Faculty Senate president.
9. Enrollment Management Committee
- i. There have been improved retention rates from 2020 to the present.
 - ii. Faculty should also follow up with no-show students instead of leaving it up to the counselors.
 - iii. EMC also reviewed the registration policy.
 - iv. There was also a discussion about advising.
 - 1. Dean Angela mentioned what should be told to students during advising sessions.
10. Plant & Facilities Committee
- i. A/Cs in rooms have been fixed.
 - ii. Send Edward an email regarding classroom repairs (eadiniwin@cmi.edu).
 - 1. Requests can also be printed out via HIPPO.
 - iii. Parking spaces will also cost money going forward into the future.
 - 1. Faculty will see what prices Plant & Facilities set so that faculty could share their input.
 - iv. Some faculty also voiced their concerns that classes are really dirty.
11. Information Technology Committee
- i. Students need to top up their accounts in the bookstore to print documents.
 - ii. Students can now reset their passwords using the self-service system.
 - iii. There is now a one-stop app for students to access all features of their accounts.
 - 1. The ITC sub-committee met to review IT policies and procedures.
12. Discussion
- i. The faculty retreat is being planned before graduation but after the semester is over.
 - ii. This will be put on the agenda for the next meeting to make sure that faculty meets the two-month window to get the financial aspect of the retreat taken care of.
13. **Meeting Adjourned at 11:53 AM.**



Alvin Page
Faculty Senate President



Alexander Velasquez
Faculty Senate Secretary/Treasurer