



Learning Support Committee
11:10 a.m., August 12, 2021
Board Conference Room

MINUTES

Present:

Verenaisi Bavadra

Chairperson/Library Director

Dr. Elizabeth Switaj

Vice President of Academic and Student Affairs

Rigieta Lord (**Excused**)

Dean of WAVES

Jemimah Razalan

Associate Dean of Learning Support

Meyar Mamis

Associate Dean of Student Equity and Engagement

Manny Mottelang

Learning Designer

Mylast Bilimon

Liberal Arts Department Representative

Marson Ralpho (**Excused**)

Education Department Representative

Adedayo Ogunmokun

Gen. Ed. Representative

Rosalie Bojos (**Not Present**)

Dev. Ed. Representative

Julie Anjolak

for Nursing Department Representative

Edward Adiniwin

Maritime Vocational Training, Director

Demiana Kumoru

Counseling Director

Mary Silk

Nuclear Institute Director

The LSC's meeting for August 12, 2021 was called to order by the Chairperson at 11:15a.m. The meeting started out, having the Associate Dean of Learning Support, reciting the Mission for the Committee.

As an incentive, the Chairperson informed the Committee members to memorize the Mission Statement, as a prize will be given during the next LSC meeting on September 9, 2021.

I. Review the Previous Meeting MINUTES

A. The Committee reviewed the meeting MINUTES of July 8, 2021.

1. The Counseling Director made a motion to approve the MINUTES, seconded by the Maritime Vocational Training Director. The motion was carried by the majority with 2 abstentions.

APPROVAL



With no corrections, the MINUTES of July 8, 2021 were approved as presented.

- B. The Chairperson reminded the LSC members to contact the Secretariat Officer should they encounter any difficulties gaining access to any of the meeting MINUTES and/or the meeting documents.

II. Announcements

A. Library Department Announcements

1. The Chairperson shared with the LSC members the availability of the Library Instruction Request FA21 on Moodle or emails can be sent to library@cmi.edu.
2. The Chairperson also informed the LSC members that students who missed the Library Instruction sessions, can also complete the sessions, including the associated assessments, in Moodle.
 - a) This applies for student's that missed the Library Instruction session with a sincere reason.
 - b) Student's that do not provide a sincere reason for missing the sessions, will need to be recommended forth by their instructors.
3. The Intergovernmental Panel on Climate Change's August report display will be from August 16-20, 2021.
4. The Chairperson shared with the LSC members that "topical or thematic" display requests, for any month or week, can be sent to the Library Department.

B. Library Mission Statement (Revised)

1. The revision of the **Library Mission Statement** was reviewed by the LSC members.
 - a) The Maritime Vocational Training Director moved to approve the revision made to the **Library Mission Statement**, seconded by the Liberal Arts Department Representative. The motion was carried successfully by the majority with no abstentions.

APPROVAL

With no modifications, the revised Library Mission Statement was approved, as projected.

III. Matters from the Previous Meeting

- ### A. CMI Learning Support Co-Curriculum Action Form for Regular Workshops
1. Co-Curricular Workshop #2



- a) The Co-Curricular Workshop #2 was thoroughly reviewed by the LSC members. The recommendations were to be added to the form before they're signed.

(1) Recommendation:

- (a) The LSC members agreed that the *“Linked PLO for Specific Academic Program”* section needs to be edited.
- (2) The General Education Representative made a motion to approve, on the condition that the Counseling Director make the modifications, before the form is submitted for the required signatures. The motion was seconded by the IT Director and successfully passed by the majority with no abstentions.

APPROVAL

With the modifications recommended, the Co-Curricular Workshop #2 was approved.

2. Co-Curricular Workshop #3

- a) After the LSC reviewed the form thoroughly, similar recommendations were suggested to be added/edited to the Co-Curricular Workshop #3.

(1) Recommendations:

- (a) The Counseling Director is to edit the section on *“Linked PLO for Specific Academic Program”* before the form is submitted for the required signatures.
- (b) The Counseling Director is to work on the *Workshop Description* and the *Course Content* and will re-submit for LSC to review and vote on electronically.

3. Co-Curricular Workshop #4

- a) The LSC reviewed the form and made their recommendations and modifications.

(1) Recommendations:

- (a) The Counseling Director is to edit the section on *“Linked PLO for Specific Academic Program.”*
- (b) The dates and the *Course Content* were changed by the Committee.



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- (c) The LSC members made modifications to the **“Connection to Department Mission.”**
- b) After thoroughly reviewing the *Co-Curricular Workshop #4*, the General Education Representative made a motion to approve, seconded by the Nuclear Institute Director. The motion was approved by the majority with no abstentions.

APPROVAL

With the recommendations suggested, the Co-Curricular Workshop #4 was approved.

- 4. Co-Curricular Workshop #5**
- 5. Co-Curricular Workshop #6**
- 6. Co-Curricular Workshop #7**

- a) In the interest of time, the Agenda Items for III.A4-III A6 were deferred to be reviewed in the next meeting on September 9, 2021.

IV. Other Matters

- A. The Chairperson reminded the Committee members that any upcoming department announcements need to be shared during LSC’s monthly meetings.
- B. The Chairperson commended the LA Department Representative for her efficiency to the Learning Support Committee, as she is currently the newly appointed Marshallese Department Chairperson and the LA Department will select their new LSC representative.

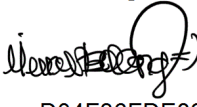
V. Adjournment

The LSC’s monthly meeting for August was adjourned at 11:55 a.m.

Submitted By:

Concurred By:

Approval Date:

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January 13, 2022

Meria N. Bollong
Secretariat Officer
Executive Council

Verenaisi Bavadra
Chairperson
Learning Support Committee