

Faculty Senate Meeting Minutes

Date: April 29, 2016

Attendance:

Abbang, Jeremias Baileikorocau, Waisiki Bertram, Eric Bojos, Rosalie Brady, Ashley Canonigo, Ernest Castano, Luciana Corpuz, Michael Endicott, Nicholas Good, Catherine Hackerott, Serena Ishiguro, Amanda	Kennedy, Bethany Korean, Rosina Lekka, Meitaka Manase, Manase Muller, Richard Perez, Benjamin Perkins, Pamela Peter, Florence Ribeiro, Ricardo Savu, Vascmaca Seru, Jennifer Soje, Gabriel	Sumaoang, Moses Sumaoang, Rosalinda Switaj, Elizabeth Teshome, Seyoum Trevor, Mike Van Auken, Mary Vila, Curtis Willson, Nikolas Zachaias, Jude
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Dr. Theresa Koroivulaono visited to discuss the WASC issue.

1. Meeting was called to order at 11:40 am.
2. Minutes of April 8, 2016 Faculty Senate meeting were approved with 2 changes, 3 abstentions.
3. Old Business:

- i. Elizabeth Switaj reported on the Faculty Handbook

The Faculty handbook has been delivered to all Faculty members over the past two weeks. Elizabeth Switaj moved that the Faculty Handbook be approved by the Faculty Senate, motion seconded by Amy Ishiguro.

The motion to approve the 2016 Faculty Handbook carried with 3 abstentions.

- ii. Elizabeth Switaj reported in regard to Summer Committee Members;

There will be at least two meetings this summer. Gabriel Soje offered to represent the Faculty Senate at the Executive Committee this summer. Other committees, if the regular committee members will not be available during the summer, please contact Elizabeth Switaj with a temporary summer replacement.

- iii. Amy Ishiguro updated in regard to New Student Orientation activities.

August 11: 1:00-2:20 Faculty Volunteers needed

August 12: Program Meet & Greet: Amy does not know what is happening with this because it is Ruth Abbott's brainchild, and Amy does not have time for meetings. Last Amy heard, this Meet & Greet will be mandatory for everyone.

August 12: Classroom Scramble – Students will have a card to get filled out with stamps and signatures. This activity is mandatory for all Faculty who teach new students.

August 12: Pizza dinner. Faculty are invited.

August 12: Faculty who wish to do so can serve snacks for the Movie Night for new students.

4. Committee Reports:

- a. **Executive Council:** Elizabeth Switaj reported that the Executive Committee had met in regard to the accreditation issues.
- b. **Institutional Planning:** Mary Van Auken reported: No meeting
- c. **Human Resources** Luciana Castano reported: No meeting
- d. **Information Technology:** Eric Bertram reported there has been discussion in regard to a single portal so that CMI employees are not required to have multiple logins to access the various necessary sites such as email, inavigator, etc.
- e. **Enrollment Management:** Florence Peter reported:
 - Faculty can and should drop students who do not attend the first class meeting.
 - The tentative calendar for the 2016-17 Academic Year is in progress.
 - As per the April Dean with Faculty Meeting, the entire CMI Placement Test process is under discussion.
- f. **Student Life and Conduct:** No meeting.
- g. **Physical Plant and Facilities:** No meeting
- h. **Curriculum and Assessment:** Catherine Good reported that during the last two meetings, the CAC approved the following:
 - A.A. in Business Program Proposal – Next the proposal and course outlines are forwarded to the EC and President for approval.
 - EDU 300 Ethics and Governance – course is part of the 3 + 1 (third year) Education Program
 - Bachelor of Arts in Elementary Education Program Learning Outcomes
- i. **Library Committee** Gabriel Soje reported
 - Young Adult novels have been moved to the Fiction area

- Library OPAC is now live: library.cmi.edu can now be accessed off-campus
- 25 new DVDs have been catalogued; John will announce their titles & they will be available for check-out
- The task of hiring a Library Technician has been completed. The question to HIR is who announces the new hire.
- Waiting for Biuna to give status of staffing for Library at Arrak
- Chis Sebastian to resend links to access the Library collection procedure
- Staff can bring their children to CML Library, but they must be accompanied by an adult and supervised
- Library Club questions from students were answered
- Anilda Hodge is reading to neighborhood children and would like to be involved in a summer reading program around campus
- Scope of Special Collections: new section on Marshall Islands Royal Genealogies Rare Collections – Benjamin Perez & Gabriel Soje will proofread/edit and then LIBCOM will review and send comments

5. New Business:

Nik Willson moved that “All documents before committees of shared governance are “shared,” such that the entire CMI community may read and comment on them in real time, while voting and editing the documents are restricted to the respective committee members.”

Amy Ishiguro seconded the motion.

The motion passed with 3 abstentions.


6. Announcements:

Elizabeth Switaj said good-bye and thank you to all Faculty who would be leaving before the next Academic Year.

Elizabeth Switaj thanked all Faculty for their many contributions over the 2015-16 Academic Year. The Faculty in turn thanked Elizabeth Switaj for her commendable leadership and Pamela Perkins having dutifully fulfilled her responsibilities as Recording Secretary.

7. The meeting was adjourned at 12:00 pm.

Respectfully submitted,


Pamela Perkins