

Faculty Senate Meeting Minutes

Date: January 6, 2016

Attendance:

Baileikorocau, Waisiki Bertram, Eric Brady, Ashley Cameron, Morgan Canonigo, Ernest Castano, Luciana Corpuz, Michael Endicott, Nicholas Good, Catherine Hackerott, Serena Herkinos, Tone Hess, Janet Ishiguro, Amanda	Kennedy, Bethany Knobloch, Nicholas Korean, Rosina Lekka, Meitaka Manase, Manase Perez, Benjamin Perkins, Pamela Peter, Florence Ribeiro, Ricardo Rollis, Agatha Savu, Vasemaca Schutz, Lola Seru, Jennifer	Solomon, Beylul Sumaoang, Moses Sumaoang, Rosalinda Switaj, Elizabeth Teshome, Seyoum Tsuchiya, Yukiko Van Auken, Mary Vila, Curtis
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1. Meeting was called to order at 2:03 pm
2. Minutes of November 27, 2015 meeting were approved with 2 abstentions.
3. Old Business: there was no Old Business.
4. Committee Reports:
 - a. **Executive Council:** Elizabeth Switaj reported that work on the salary matrix continues.
 - b. **Institutional Planning:** Mary Van Auken reported:
Members met, but there was no quorum, therefore no meeting ensued.
 - c. **Human Resources** Luciana Castano reported:
The policies below were discussed and revised. The Committee requests Faculty input. The revisions have been provided to all Faculty via email earlier.
 - Outside employment policy – revised
 - Consultancy policy – new policy
 - Professional Development - revised
 - d. **Performance Management System and Faculty Working Group:** Elizabeth Switaj reported that the Faculty Working Group is actually ahead of the other cohort groups who are still meeting. Work continues on the PMS and will be revisited at each Faculty Senate Meeting.
 - e. **Information Technology:** Eric Bertram reported
No meeting

f. **Enrollment Management:** Florence Peter reported on the December 3, 2015 meeting:

1. The Student ID will include the semester and year started.
 - The new ID system will likely start spring 2016.
 - For continuing students, a list will be posted with their new Student ID #
2. Changes in the Admissions Checklist Form
 - Will include CAP test
 - CAP will be part of the process but not part of application
 - CMI Placement Test consists of English, Math, and Technology
3. Valedictorian Policy (Status)
 - Valedictorian must have the highest GPA
 - 75% or more of their semesters must be full-time
 - All college credit for graduation must be at CMI
 - All CMI credits are used to calculate Valedictorian's GPA
4. Data Request Form: Tabled for next meeting
5. Developmental Course Grade Change (under discussion)

g. **Student Life and Conduct:** Ricky Ribeiro reported: No meeting

h. **Physical Plant and Facilities:** Rosalinda Sumaoang reported: No meeting

i. **Curriculum and Assessment:** Catherine Good reported as follows:

Course outline updates for both EDU 150 and EDU 250 have been approved.

j. **Library Committee:** No Meeting

5. New Business

It has been reported that there is a problem regarding FSM students being unable to graduate due to debt despite having received refunds.

Lola Schutz introduced problems that continue to plague the CMI library, and she and other members of the Senate suggested possible solutions to recover books or to replace the losses of books each semester.

Va Savu moved that an additional fee be levied to student charges each semester to cover those losses. Discussion indicated that the item is more complicated than it at first seemed to be with many ramifications.

The motion was tabled for further consideration and fact-compiling.

Announcements:

Seyoum Teshome reported that he had collected a respectable number of books at the end of the fall semester that might have been discarded by students had he not requested that they give them to him.

Elizabeth Switaj followed up on a suggestion made earlier in the day at Faculty Orientation that Faculty might present (briefly) regarding an academic issue at each Faculty Senate meeting. Any Faculty who would like to discuss what they are doing in the classroom at a future Faculty Senate meeting should email Elizabeth Switaj.

7. The meeting was adjourned at 2:35 pm.

Respectfully submitted,

Pamela Perkins