

# Faculty Senate Meeting Minutes

Date: November 25, 2016

## Attendance:

Andrade, Gabriel Andrew, Mothy Cameron, Morgan Canonigo, Ernest T. Castaño, Luciana Jaerin, Chung Cooke, Richard Corpuz, Michael Di Lella, Joseph Good, Catherine Hackerott, Serena Ientaake, Moarieta Ishiguro, Amy	Jacklick, Charles Korean, Rosina Koroi, Rosie Krawczyk, Ewa Lehman, Fern Liwagon, Elgie T. Manase, Manase Perkins, Pamela Philimon, Anel Soje, Gabriel Sumaoang, Rosalinda Switaj, Elizabeth Teshome, Seyoum	Trevor, Mike Van Auken, Mary Vila, Curtis Williams, Amanda Willson, Nik
		Arrak Campus
		Brechtefeld, Maximillian Still Villi, John

(Total: 33)

1. Meeting was called to order at 11:12.

## 2. Minutes

- 2.1. Minutes of the October 28 Meeting were **tabled** to the next meeting.
- 2.2. Minutes of the November 11 Special Meeting were **adopted with changes**.

## 3. Old Business

- 3.1. None.

## 4. Committee Reports

### 4.1. Curriculum Committee (Presenter: Catherine Good)

- a. Approved the program proposals and course outlines of Certificate of Completion in Marine Science and SCI 255.
- b. Approved the BA in Elementary Education and all 20 of the EDU 300 and EDU 400 course outlines.
- c. Approved Advanced Specialization Certification in Deaf Education and 7 of the 8 DEAF course outlines.
- d. Approved Advance Specialization Certification in Severe Disabilities and all 11 SDIS course out lines.

### 4.2. Enrollment Management Committee (Presenter: Amy Ishiguro)

- a. Had a Meeting on the 24th of Nov to discuss the CAP Test format; did not make a quorum.
- b. Introduced the basic format of the Cap-Test.

- c. All the Academic Advisors were required to pay attention on their Cap-Test Students.
- d. FS agreed to have an introduction session on the Jan 10th and 11th of 2017 during the Orientation.
- 4.3. Human Resource Management (**Presenter: Morgan Cameron**)
  - a. Had a Special Meeting.
  - b. Reviewed old policy documents.
  - c. New policy and procedure is on a process to be updated.
- 4.4. IT Committee (**Presenter: Curtis Vila**)
  - a. Had their regular meeting and approved their September 9 Meeting minutes.
  - b. Ordering 15 new laptops
  - c. improving library system
  - d. email policy
    - 1. Approved
    - 2. Moved to the EC and they are waiting the reply from the EC.
  - e. Still cannot upgrade the Log-In System
    - 1. ITC and IPC are waiting the responses of each other. They might have a separate meeting.
- 4.5. Institutional Planning Committee (**Presenter: Mary Van Auken**)
  - a. Time limits for Education Masterplan
  - b. Decided on RSA's Assessment Committee.
    - 1. Academic Taskforce are working on the process of reviewing the procedure
- 4.6. Library Committee (**Presenter: Mary Van Auken**)
  - a. No Meeting.
  - b. Next Meeting will be held in January of 2017
  - c. Library Program Review will be held then
- 4.7. Physical Facility Committee (**Presenter: Manase Manase**)
  - a. Relocated their scuba diving equipment.
  - b. Reported the recommendations on their budget expenditure, some working conditions, and procedures, from the ACCJC Review Group.
  - c. Also reported what they fixed including Library roof, IT office, air conditioning systems, fire alarms, Security offices, campus security, and the Conference Room.
- 4.8. Student Life Committee (**Presenter: Richard Cooke**)
  - a. Reported their November Meeting.
  - b. Reviewed Role, Scope, and Authority and Student Handbook
  - c. Also discussed about the Campus smoking/Betelnut issue, didn't make any conclusion yet.
  - d. Announced their recruiting another member as a committee.
  - e. Reported their Meeting Plan on January of 2017.
- 4.9. Executive Council (**Presenter: Nik Willson**)
  - a. Reported results of November 14 Meeting
  - b. No new policies
  - c. No recommendations yet from salary schedule working group (Vice President Nish, Chief Financial Officer Kotton, Director of Human Resources Kotoisuva)
  - d. College ranks lowest of WASC-ACCJC schools in graduation rate

1. United States Department of Education (DOE) uses this figure as a global indicator of a school's effectiveness
2. College administration urgently wants to increase this rate
3. As faculty's work is not to change numbers, but to change people, we might consider this a compelling basis for research in pedagogy, instead of as an imperative to increase a number

## 5. New Business

- 5.1. Faculty Senate Resolution for the GED Teachers (**Presenter: Moarieta Ientaake**)
  - a. Faculty Senate **adopted a resolution** (attached) to form an ad hoc committee that shall find certain information on GED instructor salaries and report findings to Faculty Senate by March 2017
  - b. **Vote:** ayes were unanimous.
- 5.2. Election of replacement Executive Council representative (Faculty Senate By-Laws Article VIII. *Committees*. 3.)
  - a. Faculty Senate **elected Amanda Williams** as the Executive Council representative for the current academic year so long as **Florence Peter** may be indisposed.

## 6. Discussion

- 6.1 Fitness center management (presenter: **Dr. Gabriel Andrade**)
  - a. Gym management are prohibiting use during posted hours without a monitor on the grounds of medical risk
  - b. If so, then gym management should require of monitors that:
    1. monitors be certified in first aid
      - a. current monitors have no medical training
    2. monitors need to arrive to gym on time
      - a. current monitors have been arriving late

## 7. Announcements

- 7.1 **Dr. Joseph Di Lella** called for fundraising for the Emson Makroro Scholarship
- 7.2. Dean of Faculty **Mary Van Auken** reviewed the new end-of-semester check-out procedure
- 7.3. Faculty Senate President **Nikolas Willson** has invited the President of the Student Body Association **Luston Binejal** and the President of Staff Senate **Ruthy Maun** to consider sending a representative to regular meetings of Faculty Senate in order to promote communication and coordination, and vice versa to consider receiving a representative from Faculty Senate at their regular meetings
- 5.7. **Amy Ishiguro** invited the faculty Farewell/Christmas Party
- 5.8. **Faculty Senate** applauded the long-term service of **Janet Hess**, who is due to retire at the end of the current semester.

## 8. The Meeting adjourned at 12:22.

## Faculty Senate Resolution – adopted 25 November 2016

### Whereas

1. the purpose of the Faculty Senate is “to monitor the policies of CMI to ensure that they adhere to the faculty’s rights and needs” (Faculty Senate By-Laws II.4);
2. and the purpose of the Faculty Senate is also “to recommend to the Executive Council policy changes to ensure that the professional and personal needs of the faculty are met” (Faculty Senate By-Laws II.3);
3. all full-time GED instructors are members of Faculty Senate (Faculty Senate By-Laws III);
4. GED instructors’ contracts state that GED instructors’ salaries are grant-funded;
5. grant-funding differs from other funding in its availability and expenditure;
6. the set of policies which may apply to GED salaries may be separate from those which apply to other CMI faculty;

### be it resolved that

Faculty Senate commit three volunteers

Mothy Andrew

Anel Philimon

Werter Olter

as an ad hoc committee to research and report to Faculty Senate before 1 March 2017 on these questions of policy:

1. What grants are sources of funding for GED salaries?
2. What policies and procedures pertain to such grants?
3. What is CMI’s relationship with GED, MOE and PSS?