

# Faculty Senate Meeting Minutes

Date: Sept. 23, 2016

## Attendance

<b>Andrew, Mothy</b> <b>Anjolak, Julie</b> <b>Cameron, Morgan</b> <b>Castaño, Luciana</b> <b>Chung, Jaerin</b> <b>Cooke, Richard</b> <b>Corpuz, Michael</b> <b>Di Lella, Joseph</b> <b>Frandsen, Cassandra</b> <b>Good, Catherine</b> <b>Goto, Sayaka</b> <b>Hackerott, Serena</b> <b>Ientaake, Moarieta</b> <b>Ishiguro, Amanda</b>	<b>Jacklick, Charles</b> <b>Jenyo, Folake</b> <b>Jetnil-Kijiner, Kathy</b> <b>Koroi, Rosie</b> <b>Krawczyk, Ewa</b> <b>Liwagon, Elgie T.</b> <b>Maitokana, Gade</b> <b>Newman, Richard</b> <b>Perkins, Pamela</b> <b>Philimon, Anel</b> <b>Savu, Silipa</b> <b>Seru, Jennifer</b> <b>Soje, Gabriel</b> <b>Sumaoang, Rosalinda</b> <b>Switaj, Elizabeth</b>	<b>Teshome, Seyoum</b> <b>Van Auken, Mary</b> <b>Vila, Curtis</b> <b>Williams, Amanda</b> <b>Williams, Edward</b> <b>Willson, Nikolas</b>
---	--	--

(Total: 35)

1. Meeting called to order at 11:25 a.m.
2. Minutes
  1. Eight faculty noted typos of the Minutes of the September 09 Faculty Senate Meeting
  2. **MOVED that Faculty Senate table the Minutes of the September 09 Faculty Senate Meeting**
    1. voting
      1. 34 in favor
      2. 0 opposed
      3. 1 abstention
3. Old Business
  1. ad hoc committee Board of Regents (BOR) policy review
    1. **Dr. Elizabeth Switaj, Dr. Joseph Di Lella, and Mary Van Auken** volunteered as members
    2. will report to Faculty Senate by the end of the Fall 2016 semester at the earliest
    3. **MOVED that Faculty Senate commit a review of BOR policy to this group**
      1. voting
        1. unanimous in favor
  2. annual review of Faculty Senate By-Laws
    1. faculty may propose revisions as comments on a Google Doc
    2. confirm proposed revisions at Faculty Senate Meeting on October 14
    3. vote on proposed revisions at Faculty Senate Meeting on October 28
    4. **PASSED WITHOUT OBJECTION that Faculty Senate should so proceed**
5. Committee Reports
  1. Curriculum Committee (**Presenter: Catherine Good**)

1. They had meeting twice in their previous week.
2. The Program Learning Outcome Report will be prepared.
3. Two New Certificate Program is on a way to prepared.
4. Other Program will be discussed by the following year of 2016.
2. Enrollment Management Committee (EMC) (Presenter: Amanda Ishiguro)
  1. Creation of Student Life & Conduct Committee
    1. Had meeting twice in the previous week
    2. Its Purpose is to listen and solve student concerns, discuss student policies, and any issues with conduct
    3. Total Members are 2 Faculties, 2 School Staffs, and 3 Students
    4. Chair will be the Dean of Student Services (for initial year of committee)
  2. SIS Subgroup
    1. In their Last Meeting, SIS subgroup worked through flow chart of system
    2. Aim to test system 2 weeks before registration
    3. Identify due dates for information and responsible parties will have due dates ready to share with EMC on 10/5
  3. Student Handbook
    1. Need table of contents by Oct 6th.
    2. To help organize what is there and what is needed
    3. Kelley adding to current document
    4. Want student friendly language
  4. Unofficial / Official List
    1. A lot of unofficial students were early registered students
    2. Possible Idea: as class is filling up talk to chair about having unofficial students removed to provide more space in course.
    3. SIS subgroup will look into and discuss if SIS can help solve problem
    4. 10/12 Student General Assembly start of early conversations on what students need to do for registration
3. Human Resources Committee (Presenter: Morgan Cameron)
  1. No meeting
4. Information Technology Committee (Presenter: Curtis Vila)
  1. Reported the Updates of the September 18<sup>th</sup> Meeting.
    1. Academic Technology Advising Committee
      1. Discussed the Management of Moodle System
    2. Website Committee
      1. Reported Technical Improvement such as Fonts
    3. Academic Technology Advising Committee first meeting
    4. CMI WIFI connection of 358 CMI students will present the IT policies and procedures to the Executive Council and Board of Regents in the near future
    5. Proposed Email Distribution Bulk Policy and vSpace Policy
    6. Printing Jamming issue and Internet Connection issue of TH 209 and WH 201 were reported
    7. Approved the motion of transferring a programmer (**Victor Garcia**) to the IT Department
    8. Approved the proposal to the President's Leadership Council to centralize all CMI database administrative responsibilities to the IT department
    9. Computer and IT Equipment Replacement plan was reported
5. Institutional Planning Committee (Presenter: Mary Van Auken)
  1. refer to Ad Hoc Assessment Taskforces document
6. Library Committee (Presenter: Gabriel Soje)
  1. Reported the Result of the September 19<sup>th</sup> Meeting.

1. Welcomed New Members
    1. Student representatives: **Erin Tsai** and **Mailina Loeak**
    2. Staff Representative: **Tatiana Sawej**
    3. Arrak Director: **Stanley Lorennij**
    4. Library Representative: **Lola Schutz**
  2. Reported April 22 Special Meeting Result.
    1. Reviewed the Special Collections procedures and decided that the Committee would like to hear from **Chris Sebastian** and **Wilbert Alik** concerning progress with the latest e-acquisitions
    2. Discussions for next meeting will also include satellite libraries at Arrak, Ebeye, Wotje, and Jaluit and full review of the Role Scope and Authority
  7. Physical Plant and Facilities Committee
    1. No presenter
  8. Student Life and Conduct Committee (Presenter: Richard Cooke)
    1. establishing meeting schedules
  9. Executive Council (Presenter: Nik Willson)
    1. refer to the written reports with "Executive Council" in subject line
    2. making and revising policy and procedure to conform to ACCJC requirements for the next accreditation report, such as:
      1. linking a five-year adjustable budget to performance evaluation and planning
  6. New Business
    1. deadline for Faculty Senate action on documents
      1. RESOLVED that **documents which will require approval by Faculty Senate must be posted and shared on Google Drive at least one week in advance of the Faculty Senate meeting**
      1. voting
        1. unanimous in favor
  7. Information
    1. SIS Taskforce Update (**Presenter: Jennifer Seru**)
      1. Reported the SIS taskforce test results
      2. Updated the Grade Reporting Testing Format through SIS
      3. Reported December 19-23 as their Target Testing Week
- AT 12:05 P.M. QUORUM LOST —
8. Announcements
    1. MOVED WITHOUT QUORUM, that Faculty Senate congratulate Dr. Gabriel Soje on a new scholarly publication
      1. "Challenges of Empowering People with Disabilities in Nigeria for National Development" in the *Journal of Special Education and Rehabilitation*
  9. The meeting was adjourned at 12:07.