

Minutes of the Faculty Senate

Meeting

Call ☒ regular ☐ special
 Site Board of Regents Conference Room
 Remote sites Polycom Room, Arrak Campus
 Chair Nik Willson, Developmental Education
 Recording Dr. Jaerin Chung, Liberal Arts
 Status ☒ draft ☐ official
 "The Faculty Senate adopts these Minutes as a true record of this meeting." affirmation

Affirmation

Chair

Date

Faculty

Total Present : 39

Attended		Apologized	
Bohanny, Walton	Liwagon, Elgie T	Walton, Bohanny	Christina, DeCoursey
Bojos, Rosalie	Manase, Manase	Lisa, Jeran	Andrea, Hazzard
Cameron, Morgan	Maitokana, Gade	Moses, Sumaoang	Mary Van Auken
Canonigo, Ernest T.	Peter, Florence	Jeremias, Abbang	Edward Adiniwin
Castaño, Luciana	Perkins, Pamela	Wilbert, Alik	Mothy Andrew
Chung, Jaerin	Philimon, Anel	Waisiki, Baleikorocau	Maximillian Brechtefeld,
Cooke, Richard	Savu, Silipa	Cassandra, Frandsen,	Tarry, Henos
Corpuz, Michael	Seru, Jennifer	Tone, Herkinos	Moarieta, Ientaake
DiLella, Joseph	Schutz, Lola	Jobirik, Ittu	Charles, Jacklick
Enriquez, Emiliana	Soje, Gabriel	Folake, Jenyo	Ewa, Krawczyk
Good, Catherine	Sumaoang, Moses	Hermon, Lajar	Werter, Olter
Hackerott, Serena	Sumaoang, Roalinda	Anel, Philimon	David, Wilbanks
Ishiguro, Amanda	Switaj, Elizabeth		
Good, Catherine	Teshome, Seyoum		
Hackerott, Serena	Vila, Curtis		
Ishiguro, Amanda	Williams, Amanda		
Koroi, Rosie	Williams, Edward		
Kreikemeier, Melissa	Willson, Nikolas		
Lehman, Fern			
Lekka, Meitaka			

1. ACTIONS (Call to Order in 11:07)

Resolutions

- none

1.1. Review of the Minutes

- a. the Minutes of 28 October 2016 **(Passed with Changes)**
- b. the Minutes of 25 November 2016 **(Passed with Changes)**
- c. Offer to meet after completion of faculty business on in-service day **(Passed, 28 February 2017)**
- d. Sick Leave Policy as *Section 7.4.2 Accrual Formula* **(Passed)**

1.2. Ad-Hoc Committee Reports

- a. None

1.3. Standing Committee Reports

a. Curriculum Committee

- i. Revised the Course Outline Template
 - i-1. Approved Certificate of Completion in Marine Science Program Sheet
 - i-2. Revised General Education Core Requirements - Removed 1 Social Issue requirement and reduced credits to 30-31.
 - i-3. Approved Development Education Program Learning Outcomes
 - i-4. Approved 19 Course outlines - CMI 101 First Year Seminar)
 - i-5. Three EDU (300, 329, and 428) -Designated as GenEd courses and prerequisites
 - i-6. Fifteen courses (Related with MSP)- being Prepared
(MSC 113, MSC 203, SCI 111, SCI 135, SCI 220, SCI 225, SCI 235, SCI 240, SCI 245, SCI 255, SCI 281 - SCI 285 (Internship in Marine Science 1- 5 credits))
- ii. SLOs matched to PLOs
- iii. Using PLO names in TracDat
- iv. Developmental Education PLOs are updated
- v. Question: where do we get new or current course outlines?
v-1. answer: from Dept. Chairs

b. College

i. Enrollment Management

- i-1. Not clear if last meeting was official
- i-2. VP Academic and Student Affairs suggested Student Services to work on placement test
- i-3. It was not ordered (Might not receive these by March 1)

ii. Human Resources

- ii-1. No regular meeting, no report

III. Information Technology

- iii-1. Email policy did not reach EC although it has been accepted by ITC due to a new provision that a member recently proposed.
- iii-2. The proposed provision was read to the senate by a Rep and then asked for feedback and suggested e-voting through Doc sharing.
- iii-3. New laptops arrived and were recently distributed. Requests for new laptop for faculty can be shared to ITC faculty reps.

- iii-4. Faculty computers on some College labs and classrooms are outdated, difficult to use and out of sync with College computers intended for students, an immediate upgrade was requested by faculty.

IV. Institutional Planning

- iv-1. Reported their Regular Meeting of 22 Feb, 2017
- iv-2. Approved their Minutes (Dec, 14, 2016, Jan 25, 2017, and Feb 9, 2017).
- iv-3. Updated their RSA. They will continue their long term planning.
- iv-4. Presented the Board KPI's, as they are currently.
- iv-5. They are listed in both the Strategic Plan and the CMI Fact Book.
- iv-6. It will be continued in their future actions.
- iv-7. They bid VP Administration William Reiher farewell as this was his last IPC meeting before leaving the position of VP of Administration for CMI.

V. Library

- v-1. No meeting
- v-2 Several topics has been discussed, still not moving forward

VI. Physical Plant and Facilities

- vi-1. Met without Faculty Senate representatives because the meeting was scheduled for the same time as Faculty Senate
- vi-2. Tried to get the minutes from the cmte's Recording Secretary, but these are not complete yet

VII. Student Life and Conduct

- No meeting, next meeting is not scheduled yet

VIII. Executive Council

- viii-1. Refer for details to emailed report of 15 Feb. 2017 meeting
- viii-2. College received best report by an accreditation visiting team in its history
 - no items for immediate follow-up
 - all previous reports have had such items
- viii-3. College President sends her sincere thanks and regards to faculty for their efforts and teamwork
- viii-4. Institutional Research testing document management system
- viii-5. to automate status (a & flow of docs across depts & cmtes)

1.4. Old Business

a. Fitness Center Usage

- 1.4.a-1. Moved, seconded, passed** that Faculty Senate offer to meet after completion of faculty business on in-service day (28 February 2017)
- 1.4.a-2.** voting: unanimous

1.5 Discussions

a. System of plus (but not minus?) in College letter grades and GPA

- 1.5.a-1.** No presenter
- 1.5.a-2. Agreed.** That Senate table the discussion indefinitely (**by Universal Consent**)

b. Policy Recommendations

1.5.b-1. "Draft Resolution 27 January 2017" circulated

b-I. Current Policy Circulation/sharing

1.5.b.I-1. Discussion concluded fundamental problem is that no one recognizes current versus non-current policy (For example, status of current *Faculty Handbook* uncertain)

1.5.b.I-2. Backdating should not be taken as a good precedent

1.5.b.I-3. HR Representative volunteered to take the draft resolution to HR Committee

1.5.b.I-4. Ad-Hoc Faculty Senate Committee Representative and HR Representative discussed to update the *HR Manual* and *Faculty Handbook* should contain procedures

1.5.b.I-5. **Suggestion: Completion of the Work.**

1.5.b.I-6 **Agreement:** locating the current policies in one place

b-II. Unwritten practices.

1.5.b.II-1. WASC regulation holds that accredited institutions must follow their policy

- **Agreed** to compile attestations of policy on a shared Google Doc (Universal Consent)

b-III. Sick Leave Policy Recommendations

1.5.b.III-1. **Discussed about current** maximum hours (104) System

1.5.b.III-2. Agreed to make it up and Refer to current *HR Manual* (**Moved, seconded, passed**)

1.5.b.III-3. Voting: unanimous in favor

1.6. Announcements

1.6.a. Due Date for the CMI 101 Mentor Program Applications (3 March 2017)

1.6.b. dorm students weekend tutoring outreach

1.6.c. Student Attendance.

1.6.d. Weekend Tutoring (tutors in chemistry and math)

- Jemimah Razalan, a Learning Centers Coordinator, to sign up

1.6.e. Women's lunch 3 March 2017

1.6.f. Deadline for calendar as agreed at last Dean with Faculty Meeting is 3 March 2017

1.7. Meeting adjournment at 12:05