

## Minutes of the Faculty Senate

### MEETING

**Date** 2017-04-28

**Call** ☒ regular ☐ special

**Site** Board of Regents Conference Room, Wūlka Campus

**Remote Sites** Polycom Room, Arrak Campus

**Chair** Nik Willson, Developmental Education – Faculty Senate President

**Recording** Dr. Jaerin Chung, Liberal Arts – Faculty Senate Secretary/Treasurer

**Record status** ☒ draft ☐ official

*"The Faculty Senate adopts these Minutes as a true record of this meeting."*

### Affirmation

\_\_\_\_\_  
*chair*

\_\_\_\_\_  
*date*

### ACTIONS

#### Motions

1. **Passed** – that Senate adopt the motto, *I Can—We Can—You Can!*
2. **Passed** – that the Minutes of March 10<sup>th</sup> and 24<sup>th</sup> be posted for comment and presented at the next meeting
3. **Passed** – to hold an online vote on selecting a shared reading before next meeting

#### Recommendations

1. **Adopted with Change** – recommendations of the ad hoc committee on institutional research board formation on informed consent forms in human subjects research

## FACULTY

Total Present: 32

Attended			Apologized	
Dept	Name		Name (E: Excused)	
Adjunct	Silk, Mary			
Business	Teshome, Seyoum		Lekka, Meitaka (E)	
Carpentry			Muller, Richard	Zachaias, Jude
Dev. Ed.	Cameron, Morgan Cooke, Richard Di Lella, Joseph Enriquez, Emiliana Good, Catherine Ishiguro, Amanda	Krawczyk, Ewa Manase, Manase Maitokana, Gade Williams, Amanda Willson, Nikolas	Bojos, Rosalie (E) Hazzard, Andrea (E) Savu, Silipa Seru, Jennifer	
Elem. Ed.	Castaño, Luciana Koroi, Rosie Soje, Gabriel		Perkins, Pamela (E)	
GED	Andrew, Mothy Philimon, Anel		Henos, Tarry Herkonos, Tone Ientaake, Moarieta	Jacklick, Charles Olter, Werter
LA	Chung, Jaerin Goto, Sayaka Jenyo, Folake	Newman, Richard Switaj, Elizabeth	Carroll, John Van Auken, Mary (E)	De Coursey, Christina Wilbanks, David (E)
M. Studies			Alik, Wilbert Lajar, Hermon (E)	
Nursing			Walton, Bohanny Peter, Florence	Sumaoang, Moses
Library			Jeraan, Lisa	
STEM	Canonigo, Ernest T. Corpuz, Michael Hackerott, Serena Kreikemeier, Melissa	Lehman, Fern Liwagon, Elgie T. Sumaoang, Rosalinda Trevor, Mike Vila, Curtis	Baileikorocau, Waisiki Frandsen, Cassandra Williams, Edward	
Voc. Ed.			Brechtefeld, Maximillian	

## PROCEEDINGS

1. Call to Order
  - a. 11:15
2. Review of Minutes
  - a. **Moved, Seconded, and Passed** – that the Minutes of March 10<sup>th</sup> and 24<sup>th</sup> be posted for comment and presented at the next meeting.
3. Ad-Hoc Committee Reports
  - a. **Moved, Seconded, and Passed** – that Faculty Senate adopt, with change, the recommendations of the ad hoc committee on institutional research board formation regarding informed consent forms in human subjects research.
  - b. *Ayes unanimous, Abstentions 0*
4. Standing Committee Reports
  - a. Faculty Senate
    - i. Curriculum Committee
      1. Report about the Approved Program Sheets/Outlines  
- Course outlines

ART 329 Performing Arts Expression (Replaces EDU 329),  
ENG 111 English Composition I  
ENG 112 English Composition II, ENG 220  
Writing Research Papers  
SCI130 Introduction to Chemistry

- Program Sheets

Certificate of Completion in Teaching Program Sheet  
Certificate of Completion in Special Education Program Sheet  
BAEE with Certificate of Completion in Special Education  
Program Sheet

AA Degree in Liberal Arts Program Sheet

- Liberal Arts Program Learning Outcomes

2. Report about 2016-2017 Curriculum Committee Role Scope and Authority (RSA) Revision

- a. Revised to allow for selection of Faculty Reps and Officers at the end of the academic year rather than the beginning
- b. Also changed the person who reports to the Executive Council from President of Faculty Senate to Dean of Academic Affairs
  - i. Faculty Senate President noted that he is obliged to continue reporting to Executive Council, per Faculty Senate By-Laws, until such time as this document is revised, because the Senate By-Laws are of higher precedence than RSA documents

b. College

i. Enrollment Management Committee (EMC)

1. Meeting Report Last three meetings
  - CAP test and the replacement test changes, including the member change, grading scale, grading policy, and the management System
  - Academic Calendar and the the program schedule also discussed, approved, and moved
  - They found the issue from the Academic Calendar, including the lack of Faculty Senate's Participation on the Student Orientation. Basically, Faculty Senate Forum and the Students orientation are on the same day

2. **Discussion** - How to place students?

- Problem is the validity of the test

ii. Human Resources Committee (HRC)

1. No meeting (had a Special Meeting).
2. Reviewed some previous Policies (Sick - Leave Policy for the students)
3. They will clean up the idea about sick-leave policy

iii. Information Technology Committee (ITC)

1. No Meeting (Everyone was quite busy)
2. Curtis practiced his potential difficulties on the the Current Policy Change.
3. IT Director updated the Email Policy; One of IT Committee opposed the current policy.

- Email Accounts Needs to be collected separately; there is a big

gap.

iv. Student Life and Conduct Committee

1. Meeting Report

- ID card Management/Missing policy - 2 dollars Charge (Where does the Money goes to?- No answer.)
  - David Wilbanks and Richard Cooke are working on the new Student Handbook.
  - **Question:** If student doesn't have the ID, how are we going to charge? Purpose?
  - Suggestion: Everyone should carry their ID
  - More information will be updated.
  - v. Library Committee
    - 1. Library understaffed with difficulties convening committee meetings
  - vi. Physical Plant and Facilities Committee
    - 1. No meeting, no report
  - vii. Executive Council
    - 1. Apologies no written report, verbally reporting actions of meeting of 19 April
    - 2. Revised faculty search committee procedure
      - a. HR Director proposed revised faculty search committee procedure (attached) for HR Manual
      - b. Faculty Senate Reps moved to refer the proposed changes to Faculty Senate for comments
        - i. motion defeated
      - c. HR Director's proposal passed
5. Old Business
- i. Motto
    - 1. **Moved, Seconded, Adopted:** I can, we can, you can!
      - a. *Ayes 25, Nays 2, Abstentions 4*
  - ii. Shared Reading
    - 1. **Moved, Seconded, Passed:** to hold an online vote before next meeting
      - a. *Ayes 26, Nays 1, Abstentions 4*
  - iii. Request By-Law Revision
    - 1. quorum was lost during this business so no action was taken
      - a. total present counted at 29
      - b. President thanked those present & adjourned meeting
6. New business (adjourned)
7. Discussions (adjourned)
8. Announcements (adjourned)
9. Adjournment
- a. 11:59

---

#### ATTACHMENT

This is the revised procedure for search committees as approved by Executive Council. New text is boldface; old text is crossed out.

2.2.2 Establishment of a Search Committee – The appointment of a **Search Committee** is the responsibility of the appropriate **Administrator** ~~department supervisor~~. The **Administrator responsible** ~~department supervisor~~ will serve as **Committee Chair** unless such responsibility is delegated. The **Search Committee** should be comprised of **a minimum of at least 3 members**. Each Committee member will be asked to sign a Search Committee Ethics Agreement, including a declaration that the committee member will disclose any potential conflict of interest.

**A Faculty Search Committee will include the Vice-President Academic and Student Affairs as Chair, the Dean of Academic Affairs, the Department Chair and one faculty member from the department. An additional faculty member from another academic department may be included.**