

## Minutes of the Faculty Senate

### MEETING

**Date** 2017-11-10

**Call** ☒ regular ☐ special

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

**Remote Sites** Polycom Room, Arrak Campus

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

Raychelle Heath, Liberal Arts – Faculty Senate Vice 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."*

### FACULTY

**Total Present: 31 (31+2/9)**

Attended			Apologized	
Dep	Name		Name (E: Excused)	
Adjunct	Canonigo, Rosalinda	Korean, Rosina	Boyd, Barbara	Cristobal, Wilfred
			Enriquez, Vincent	Page, Alvin
			Romain, Martin	Silk, Mary
			Teshome, Frehiwot	Vila, Cheryl
Business	Teshome, Seyoum		Kendall-Lekka, Meitaka	
Dev. Education	Bojos, Rosalie	Krawczyk, Ewa	Hazzard, Andrea	
	Cameron, Morgan	Savu, Silipa	Ishiguro, Amanda	
	Cooke, Richard	Seru, Jennifer	Manase, Manase	
	DiLella, Joseph	Williams, Amanda	Maitokana, Gade	
	Enriquez, Emiliana	Wilson, Nikolas		
Elem. Edu	Castaña, Luciana	Soje, Gabriel	Koroi, Rosie	
	Perkins, Pamela			
GED/ABE			Andrew, Mothy	Olter, Werter
			Herkinos, Tone	Philimon, Anel
			Ientaake, Moarieta	Jarom, John
			Jacklick, Charles	Kuilamu, Miviamie
LA	Carroll, John	Switaj, Elizabeth	Goto, Sayaka	
	Chung, Jaerin	Van Auken, Mary	Jenyo, Folake	
	Heath, Raychelle	Wilbanks, David	Newman, Richard	
	Maupin, Mary			
M. Studies			Alik, Wilbert	
			Lajar, Hermon	
Nursing	Peter, Florence		Bohanny, Walton	
	Sumaoang, Moses			
Library				
STEM	Alfonso, Edward	Frandsen, Cassandra	Williams, Ed	
	Baleikorocau, Waisiki	Hackrott, Serena		
	Canonigo Ernest. T	Sumaoang, Rosalinda		
	Corpuz, Michael	Vila, Curtis		
Unassigned	1 (Wilson, Nikolas)		Brechtefeld, Maximilliam	Still Villi, John
			Zachaias, Jude	Jarom, John
			Kuilamu, Miviamie	

## PROCEEDINGS

1. Call to Order
  - a. 11:15
2. Review of Minutes
  - a. **Moved, seconded, and approved**, the Minutes of the 8 September meeting
    - i. 29 AYE
    - ii. 0 NAY
    - iii. 2 ABSTAIN
3. Committee report
  - a. Ad-hoc Committee
    - i. IRB Committee
      - Reported their Research Process.
      - They requested any comments/advice to renew their report their research on the next week.
  - b. Curriculum Committee
    - i. Reported their action item, shared on Oct, 27.
    - ii. They reported their the CC Assessment for 2016-17 (Sent September 4), didn't get any response on the CC RSA (Sent by the Secretary of the Curriculum Committee October 16, 2017)
    - iii. Took a Motion- The Curriculum Committee *Role Scope and Authority* and the Curriculum Committee *Annual Assessment* be approved and sent to the Executive Committee
  - c. Student Life Conduct Committee
    - i. No Meeting
  - d. Enrollment Management
    - i. Reported their last meeting.
    - ii. Enrollment management plan work done.
    - iii. Question: discussed the reason of students' withdraw
  - e. Library
    - i. Reported their latest meeting.
    - ii. Completed their program review on November 1 and approved on November 3.
    - iii. Approved their Meeting Minutes of September 9<sup>th</sup>, of 2016.
    - iv. PMS will be completed and in by Friday or Monday at the latest.
    - v. The Library Staff committee met twice in October (1st and 3rd Thursdays) and three members (Lola, Dewaine, and Brenda) participated in cataloging training on the interactive system.
    - vi. A special meeting had been called to consider the Library's role in the visit of the President of the PRC, but, for many, the date conflicted with the meeting at PSS for REL. the plans for the visit and the venue ultimately changed making the meeting unnecessary.

- vii. They made a Motion that was made and passed that the Library Handbook undergo changes, edits, and additions by Lolo and Mary S.
- viii. The committee inquired about the Arrak “library” status, and the question will be on a future agenda. Also, on a future agenda, officially naming a library representative to the Faculty Senate. This will require co-ordination with the Faculty Senate itself.
- ix. Minute of the previous meeting (October 12, 2017) were approved, with one minor change in date.

**f. IT Committee**

- i. Reported the results of their work in last few weeks.
- ii. Reported their concern about privacy protection/security; they tried to assess the major reason of it.
- iii. They reviewed their last three years of agenda.
- iv. Curtis tried to report at IPC but their frequency of the meeting is once every three month; it doesn't have any time-range suitable.
- v. They are willing to collect some data from FS and make a reportable assessment.
- vi. Motioned, Seconded, (IT director) unanimously.

**g. Physical Plant and Facilities**

- i. Will report the details via the email report.
- ii. the A/C, at TH 209, are on the schedule to be fixed.

**h. HR Committee**

- i. No meeting but scheduled on next week.

**i. Institutional Effectiveness Committee**

- i. Reported their last two meetings (on October 25, and November 8, 2017).
- ii. completed their work, on documenting mission statements for the Departments and Mission and AUOs, for the non-academic entities. Some of the academic departments need to or send existing Missions to the IEC so that they can be marked as to their date of acceptance and kept together for future reporting. LA, Nursing and GE have already done so.
- iii. Six units, including one academic unit – Carpentry – have unacceptable program Reviews. These units have no access to non-personnel budget and have a short period in time (2 weeks) to complete an acceptable Program Review.
- iv. A unit that does not submit an acceptable quarterly report will have one week to correct it, during which time the non-personnel budget is unavailable.
- v. The list of initiatives for prioritization will go forward with those units that have acceptable program reviews. Scoring will take place from November 13 to December 8, 2017.
- vi. The new non-faculty work plans will be due December 30. The Master Planning Update has gone to the VPs from the President. They will give feedback on Monday, so the document will go to the next EC meeting.

**j. EC**

- i. reported their last two meetings, 18 October and 1 November
  - ii. two major issues
    - 1. with the support of EC, the President has incorrectly assumed the right to appoint representatives of Faculty Senate to College functions (see 18 October Meeting report)
      - a. Faculty Senate President will be disputing this
    - 2. that EC's voting membership is being halved and balanced in what the Faculty Senate President considers to be a positive response to criticisms on EC membership voting raised by Senate (see 1 November Meeting).
  - iii. see the reports attached
- 4. Old Business
  - a. Ad-Hoc Committee for the Faculty Association RSA
    - i. **Moved by recommendation of the ad-hoc committee and approved unanimously**, the Faculty Association RSA.
    - ii. see the RSA attached
- 5. New business
  - i. Executive Council in FS By-Laws
    - 1. on this item the President ceded the Meeting Chair to the Vice President in order to take the floor as a Representative of Executive Council and advocate amending the by-laws
    - 2. **Motioned, Seconded, and carried unanimously**, *to the table the topic to the next meeting.*
  - ii. Replacement of Human Resources Committee Representative
    - 1. nominations were opened following the resignation of HR Representative Morgan Cameron
    - 2. six nominees declined their nominations
    - 3. Amanda Williams accepted a nomination to serve as Human Resources Committee Representative until 31 December 2018
- 6. Discussion
  - a. Shared Reading
    - i. Group Reading, *The Differentiated Classroom*
      - The book is purchased and ready to be shared in FS; available from Dean of Academic Affairs Va Savu
      - **Motioned, Seconded, and carried with one abstention**, *Faculty Senate may start reading with goal of reading and discussing one chapter every two weeks.*
  - b. Simple Morale Survey
    - How are FS members feeling about the climate of the CMI?
    - The survey results would be reported to the EC **once every month**.
    - would be a valuable response to the EC.
    - "Morale" is an important and effective term
    - Let's take it as an easy start
    - Discussion ends due to the loss of our quorum in 12:02

7. the Announcement
  - a. Movie (*Island Solder*) Showing
  - b. Upward Bound Program
    - i. College has received grant of \$1.2 million to support an Upward Bound program
    - ii. faculty were not informed for a period of c. two months, a delay which has complicated implementation
  - c. Doulu in Bwebwennato
    - i. announcement by Nik Willson
    - ii. bilingual appreciation group
    - iii. practice Marshallese and English language and promote bicultural awareness
    - iv. to start in Spring of 2018
8. Meeting Adjourned in 12:07.

## EC Meeting of 18 October 2017

passed, that Staff Senate deliberate and advise EC on proposed EC RSA

passed, that the President can, without the consent of Faculty Senate, appoint any faculty member to serve on Performance Evaluation Moderating Committee on behalf of Faculty Senate

Faculty Senate has to oppose this based on our by-laws and if necessary go to the Board of Regents.

our by-laws state:

- The Faculty Senate is authorized to consider any subject pertaining to the faculty and its interests in the College of the Marshall Islands....
- Decisions of the Faculty Senate with respect to matters within its jurisdiction shall be binding.
- The Faculty's role in the governance of the College of the Marshall Islands shall be solely and entirely the responsibility of the College of the Marshall Islands Faculty Senate. To this end, all matters of Faculty governance, Faculty committee appointments, Faculty opinions, Faculty input in decision making, or any other need for the Faculty involvement in the operation of the College of the Marshall Islands shall be channeled through the Faculty Senate's regular meetings.
- On any matter, if input is solicited from a regular Faculty member, even if the Faculty member is a member of the Faculty Senate, it shall not be considered as the input from the Faculty Senate until the said Faculty member is given authority to speak for the Faculty Senate by the Faculty Senate on the issue at hand. Any use of Faculty input that has not been approved by the Faculty Senate will not be considered as Faculty input; it will simply be considered individual communication with the administration.

We cannot allow any president to appoint so-called Faculty Senate representatives to any function.

That usurps our right and purpose as an independant organization advising administration on faculty needs.

I will raise this objection with the President in our next one-on-one meeting.

## Meeting of 1 November 2017

approved Curriculum Committee annual assessment and Role, Scope and Authority (RSA)

approved Physical Plant & Facilities RSA

approved EC RSA

in response to Senate's criticism of the conflicts of interest between middle level managers and supervisors on EC

reduces EC voting membership

was:

2 Faculty Senate

2 Staff Senate

1 Student Body Association

12 admin & managers

no formal distinction between them was made

now:

1 Faculty Senate

1 Staff Senate

1 Student Body Association

1 Managers Association

3 admin

President, VPASA, VPBA (combined offices of CFO & VP Admin)

in Staff Senate by-laws technically managers were allowed to participate

but this was not practiced because of conflicts of interest

employees and managers felt they could not speak frankly together

approved that a mgt rep be included into EC once the representation is determined

understanding is that this allows the Staff Senate to decide how to split staff from managers

understanding mgt rep to EC to be determined

approved fixed asset procedure

the Senate Reps abstained

this document:

was produced in Budget Cmte

has no stated Senate Reps

appeared for the first time in EC on the day of the meeting

denied a proposed pay-bonus for degree completion

this was proposed by the HR Director

the bonus allowed faculty to get a 1 pay-check bonus and move up on the salary schedule to the next higher degree

the bonus did not allow staff to move up on a salary schedule because staff does not have a salary schedule where higher salaries are based on degrees like faculty do

this is because the best educational qualification for community college teacher is a PhD

but the best educational qualification for staff positions is not necessarily the highest possible degree

Respectfully Submitted on 10 November 2017,



Nik Willson

Faculty Senate President



## **Faculty Association Role, Scope and Authority**

### **Role:**

The Faculty Association provides a forum for faculty to discuss non-academic concerns such as retention, compensation, benefits and working conditions, to include improving access to resources. While it is understood that these issues often relate to academic issues, these concerns are the primary focus of the Faculty Association. The intention is to leave Faculty Senate free to focus on more explicitly academic issues. This body shall meet once a month.

### **Scope:**

The Faculty Association is responsible only to the Faculty Senate, and by extension the faculty. Membership in the Faculty Association is open to all members of the faculty. All faculty may vote in any meeting and online. Sitting members of Faculty Association are those who shall be counted for meeting quorum. All faculty shall be sitting members unless they expressly decline. A majority of Faculty Association sitting members constitute a quorum. The Faculty Association shall have a Chair and a Secretary/Treasurer.

### **Authority:**

The Faculty Association receives reports from the faculty representatives on the Human Resources Committee, the Physical Plant and Facilities Committee, and the Executive Council (as it pertains to non-academic issues). It will also receive reports on non-academic issues from other committees.

The Faculty Senate delegates its authority in non-academic matters to the Faculty Association. Faculty Association may refer ambiguous matters to Senate, in which case the approval of both bodies shall be necessary in order to recommend such matters to the rest of the College as the true and complete deliberations of all the faculty.