

College of the Marshall Islands
Friday 27th March 2020, 11:10 AM – 12:00 PM

Faculty Senate – Minutes of Meeting

Chair: Moarieta Ientaake, FS President

Deputy Chair: Dr. Michael Young, FS Vice-President

Minute taker: Ana Bulavakarua – FS Secretary and Treasurer

Quorum: 30

1. The meeting was called to order.
 - a. The minutes of the informal discussions (as a quorum was not met on February 28 was moved and voted on to be the approved minutes (this can be found on page 2 of this document)
 - b. Agenda Items 5 a moved and 6 c were to 2: Special/Urgent business
2. Special/Urgent Business
 - a. Updates on Meeting of FS Executive Members with CMI President Dr. Koroivulaono: These have been addressed in the urgent meetings that the CMI President had called with the Faculty and the rest of the College community.
 - i. **Consistent and Updated Information:** Request for an update by the FS Officers to the Administration on the request for the possibility to have a portal on the website (a common place on CMI's website which both faculty and students can access) of the current progress of WIFI and laptop access discussions. Some questions were on how much it will cost students, of a possible time frame, the step students have to take to have access to them. Advisors/Instructors can also correctly advise and assist students on this.
 - ii. **Paper-based Plan:** The spirit of this proposal is made on the concerns of the need to create a paper based plan, rather than relying entirely on NTA and students purchasing a laptop, in the event when COVID-19 reaches RMI. This motion is to supplement the development of being aware that access to wifi and technology may take time, and in case some students cannot purchase the required technology because of insufficient funds.
 - A request to invite the administration to form a working subgroup for a paper based plan to supplement online education
 - b. Some of our colleagues will be leaving mid-April for their home countries. The Faculty Senate wishes you and your families safe travels and good health.
3. Review of the Minutes:
 - i. Minutes approved as the true and correct record of the Minutes of Meeting on Feb 14 2020 Meeting.
 - ii. Minutes approved as the true and correct record of the Minutes of Discussion on Friday 28th Feb 2020 Meeting.
4. Reports/Actionable Items as follows:
 - a. Executive Council & Executive Officers' Report: already covered
 - b. Human Resources Committee - no report as no representative was present
 - c. Curriculum Committee RSA – the Committee had met and approved all the course outlines of the certificate of Agroforestry Program
 - d. Institutional Effectiveness Committee – no report
 - e. Enrolment Management Committee:
 - a. update was sent by Dr. Elizabeth Switaj. Key concern that we need is to increase the retention of full time students.
 - b. The last day of summer registration for continuing students was the day of this meeting.
 - f. Library Committee: no report
 - g. Plant & Facilities Committee: no report
 - h. Information Technology Committee: no report
5. Announcements:
6. Adjournment

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Faculty Senate – Minutes of Discussions (Quorum was not reached (only 24 faculty members present))

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Minute taker: Ana Bulavakarua – FS Secretary and Treasurer

Key points:

2. Responses to Discussions of the FS Executive team with CMI President:

- a. Request for a clear directive by the College on employment security during this state of emergency
- b. Clear outline of the College's position on what happens if and when COVID-19 reaches RMI
- c. Online Learning vs. Blended mode: rather than it being a directive, it should be a consistent pursuit of one's own initiative, and support for continuous professional development of online learning/blended learning, rather than a one off or "ticking the box" because of a directive.

3. HR Report

- a. Sick Leave Policy: Jordan Prokosch (FS HR rep) has presented a strongly argued document on the sick leave policy. His sub-committee will meet soon to vote on the recommendation. Suggestion of proxy if both a member will not turn up to the meeting, to ensure the votes count.
- b. Feedback on Previous PMS:
 - i. Request from the faculty for a feedback on the previous PMS. Some have received a report while some have not. An acknowledgement from HR on the PMS evaluation and the faculty's hardwork will be appreciated.
 - ii. Is there a bonus for those who have exceeded the normal performance criteria?
 - iii. Request for clear specifics on how to achieve a higher criterion

4. Request for IT:

- a. A clear policy on the use of the newly installed phones
- b. Future reference for the College: if a device is supplied by the College for faculty and staff, a clear policy needs to accompany the device

5. Voting Online:

- a. Your opinion on voting online; but motion has to be first voted in the meeting (for a motion to be voted online)

6. Announcements

- a. End-of-February Get Organized Event: Friday 2/28 3:00-5:00 and/or Saturday 10:00-12:00 and/or any day/time you choose! Refreshments available today and tomorrow. Email Andrea if you're going to do this, any time before the end of this month.
- b. Poster Session during In-service Program: Invitation for participation. 3 more weeks to go. The Dean's office has confirmed that it will pay for the colour printing.
- c. EC Report:
 - i. Faculty will be emailed reference the CCSE survey. It will take about 30-40 minutes.
 - ii. Suggestion for disaggregating data e.g. males vs females; mature students vs freshman; random selection of instructors; bilingual instrument.