

College of the Marshall Islands
Friday 13 November: 11:10 AM – 12:00 PM
Faculty Senate – Minutes of Discussion

Chair: Adedayo Ogunmokun – FS President

Deputy Chair: Alvin Page – FS Vice President

Minute taker: Alexander Velasquez – FS Secretary and Treasurer

Quorum: 24 needed; 28 in attendance

1. Call to Order
 - a. Quorum reached at 11:20
2. Special/Urgent Business
 - a. Nothing; move on
3. Review of the Minutes
 - a. Minutes Approved; no abstentions
4. Reports/Actionable Items as follows:
 - a. Executive Council & Executive Officers' Report
 - a. **Reminder to check the AACJC webinar; the link was sent to all faculty on November 4th, 2020.**
 - b. Human Resources Committee
 - a. Meeting was held at 4:00; Marson couldn't attend and is not sure what the meeting was about. Meitaka is the other Senate rep, but she is not around, and she wishes to excuse herself.
 - b. **Meitaka must be replaced.**
 - c. **Gade self-nominated and approved; no abstentions.**
 - d. Marson has been notified that if either of the faculty reps cannot attend, then another member of faculty could stand-in for either committee member. In the case that either Marson or Gade cannot attend, then another faculty member can sit-in.
 - e. **There was a recommendation to add an agenda item to EC to bring back schedules or calendars with every committee and their corresponding meeting times.**
 - c. Curriculum Committee RSA
 - a. Meets first and third Monday of the month.
 - b. They've revised the Translation and Governmental Accounting Certificate outline; more revisions are needed.
 - c. CC Report has been shared.
 - d. Institutional Effectiveness Committee
 - a. Had their regular meeting, but there was a room change and the committee member representative did not attend.
 - e. Enrolment Management Committee
 - a. Meets every third Thursday of the month.
 - b. The major concern was that not all classes appear to be in SIS; faculty chairs should ensure all classes are on SIS for the Spring.
 - f. Library Committee
 - a. Lucy was excused from the meeting; no report.
 - g. Plant & Facilities Committee
 - a. There was no quorum and therefore no meeting.
 - b. The 20th of November will be the next meeting.
 - h. Information Technology Committee
 - a. Meets once in three months; only committee that meets once in three months.
 - b. The RSA was approved again, but the RSA needs to be reviewed. They need to look at past meetings and how to improve the performance of the committee.
 - c. **There will be a suggestion to EC for the IT Committee to meet more often, maybe to meet once or twice a month.**
 - d. There will be a purchase of zoom computers for faculty, 650 laptops for students, and refunds distributed to students who did not get their laptops on time; there was a data survey on the CMI.edu website on how to improve it.

5. Unfinished Business

- a. Reexamination of CMI's college hour to allow faculty (and students) to participate in institutional service and professional development while still attending to needs (e.g. eating)
 - a. Andrea brought this up a semester ago. **The college hour used to have 20 more minutes for meetings and transitions into classes. So, we should reassess the college hour. This would support faculty development for things such as the Faculty Senate Teaching & Learning Series.**
 - b. **Andrea will write something up on this.**
- b. Re-examination of CMI's class schedule for pedagogical or professional reasons
 - a. This was grouped with the above
- c. Follow-up with Participatory Governance Committee to assess if participatory governance is working or not and solutions for improving participation; no communication occurred in the last meeting.
 - a. **No meetings; Amy and Alvin shared their schedules a month ago, and there has been no communication about anything from the other end other than a recognition that their schedules were received.**
- d. Survey of IT effectiveness
 - a. Was given to IR for quality assurance.

6. New Business

7. Discussion

- a. Some faculty are upset that they do not have the keys for the bathroom. The Physical Plant and Business Office has, apparently, been ordering it for months. Both departments blame the other, so they are not on the same page. Something must be done to get the people responsible to get the order complete.
- b. The Dev Ed department also has the same issue; there are no keys for the classrooms, and the keys are still being ordered.
- c. The upper level of administration gets the keys much faster than faculty.
- d. Storage areas: the equipment is expensive, and if they are stolen, they are hard to replace. Funding for the equipment is hard to get.
- e. **Recommendations: this could be an EC agenda item. Let EC come up with a plan or an immediate solution.**

8. Announcements:

- a. Coop high school seniors are doing their health fair on the basketball court.
- b. **Faculty Senate Teaching & Learning Series: The PMS work plan is the current topic. If anyone is interested in writing and sharing work plan ideas, then this is the place for you.**
- c. Also, the Faculty Senate Teaching & Learning series will end after two more Thursdays due to busy faculty schedules in December.
- d. **Faculty Senate has one more meeting on November 27th.**
- e. **Andrea sent out a save the date for Saturday, December 5th – it's her birthday!**
- f. Use of HIPPO for physical plant.

9. Adjournment