

College of the Marshall Islands
Friday March 12th: 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 required, 26 in attendance; quorum reached.

1. **Quorum was reached at 11:18 AM;**
 - i. The agenda was adopted with one abstention.
2. **Review of the Minutes** (from February 12th, 2021)
 - i. The move to accept the minutes from was accepted and seconded; one abstention.
3. **Executive Council & Executive Officers' Report**
 - i. Dr. Taafaki reported the status of the school and what she is doing.
 - ii. ACCJC visit is next week; please read the reports about how the college is ran because anybody can be called to answer questions upon ACCJC's visit.
 - iii. April 12, 13, and 14, Dr. Rosalie Bojos will be offering SLO Assessment Days in WH 203 and WH 204; she will send out an invitation for the event.
 1. This will be a place to put down the results from the SLO assessment. She will be sending out the criteria and rubric for what we will put into the SLO assessment, and she will give tips on what to remember for completing the assessment. Anyone can shoot her an email for a meeting or to come to the office to talk for assistance.
 - iv. **Reminder:** The April 15th deadline is a deadline set by the administration, so please put in all assessments by April 15th.
4. **Human Resources Committee**
 - i. Approval of the Faculty Reps in the HR PMS Working Group:
 1. We have done the nominations online and we have three people: Rosalinda, Alvin, and Nande.
 - a. They were approved by Faculty Senate.
 - b. This is Faculty Senate's opportunity to voice their opinions about PMS for other faculty to bring their concerns to the table.
5. **Curriculum Committee RSA**
 - i. CMI Course Curriculum Review for Agroforestry Program:
 1. The Course Outlines have been approved; we are now working on a budget to present for the Executive Council.
 2. We had been requesting for a volunteer for Faculty Senate for a General Education Department Chair, as it has been vacant for semesters now. Voting was done online:
 - a. Dr. Adedayo was chosen as the General Education Department Chair.
 3. Approval of the Course Outlines for the Certificate in Governmental Accounting Program by Voting:
 - a. Faculty Senate moves to approve the course outlines; no abstentions.
6. **Institutional Effectiveness Committee**
 - i. The Accepted Program Review Cycle is on the first and second cycle, except for one department who is on their revision. Cycles three and four are due on March 30th.
7. **Enrollment Management Committee**
 - i. Math Placement Test was completed; EMC is currently working on the English Placement Test.
 - ii. The Academic Calendar was approved.
 - iii. One faculty member brought up the issues that students don't need faculty member signatures to withdraw from the class; this was the way faculty used to know if a student had dropped from the class. Since Fall 2020, students have been able to withdraw themselves; another option that students have is to withdraw online.

1. But, faculty are concerned that they are unaware of students dropping.
 - a. Should there be a policy or procedural change? This will be confirmed by EMC.
 - b. Suggestion: Registrar should send an email to faculty alerting faculty members to students withdrawing from a class.
2. Another concern is that students don't know how their withdrawal from a course can affect their academic progress or their financial aid situation.
 - a. Recommendation: During the process of withdrawing, students should be encouraged to talk to their advisors.
 - i. One faculty member voiced their concern that, although we are academic advisors, we are not financial advisors.
 1. EMC members should keep track of these concerns of student withdrawals and look for answers on behalf of Faculty Senate.
8. Plant and Facilities Committee
 - i. A special meeting was had before our meeting as Faculty Senate regarding the ACJCC meeting on Tuesday; all committee members were chosen to attend this meeting.
9. Information Technology Committee
 - i. There was a special meeting the week prior to our meeting as Faculty Senate; ACCJC is requesting ITC to also have a meeting with them and are trying to invite all members of ITC to the meeting.
 - ii. Announcement: New SIS platform is now working.
 - iii. The computer equipment ordered in December will hopefully be available in summer.
 - iv. Faculty are concerned that the equipment for labs should also be prioritized during this time.
 - v. The session on the Help Desk will be available during the next Faculty In-Service meeting.
10. Learning Services Committee
 - i. The Library Committee (now called the Learning Services Committee) needs a representative, so it is best to reinstate our previous representative:
 - ii. Faculty Senate moved to make Luciana the Learning Services Committee Representative; motion seconded; no abstentions. Luciana has been confirmed.
11. New Business
 - i. The letter to Dr. Hazzard recognizing her efforts as a faculty member at CMI has been drafted.
 - ii. Faculty Senate members were told for their input on the letter on anything that could help make the letter more relevant.
 - iii. We should frame the letter, which means we need to find out how to do that, most likely by going to the media center.
12. Discussion
 - i. There will be an Ilomej at 4:00pm at the library for Dr. Ekta's mother who has passed away.
 - ii. Poster session on March 19th for the Faculty In-Service is being coordinated by Edward; please contact him if you would like to present, as it might be a good idea to share what we want to do with the rest of the faculty.
13. **Meeting Adjourned at 12:05 PM.**