

College of the Marshall Islands
Friday, September 8th, 2023: 11:10 AM – 12:00 PM
Faculty Senate: Minutes of Discussion

Chair: Alvin Page – FS President

Deputy Chair: Viviana Uriona – FS Vice President

Minute Taker: Alexander Velasquez – FS Secretary and Treasurer

Quorum: 26 required, 37 in attendance

1. Quorum was reached, and the meeting was made official at 11:17 AM.
2. The College Mission Statement was read.
3. Review of the Minutes from August 25th, 2023.
 - i. The minutes were approved and seconded without abstentions.
4. Special/Urgent Business
 - i. Election for Plant and Facilities
 1. Waisiki Baleikorocau was nominated and accepted nomination, seconded without abstention.
 - ii. Election for Information Technology Committee
 1. Ronald Sidal was nominated and accepted nomination, seconded without abstention.
 - iii. Discussion About FS Attendance and Letters of Commendation for the 2023-2024 School Year
 1. **For faculty to receive letters of commendation, they must attend at least 83% of the meetings for the year.**
 - a. For example: In the case that there are 14 official meetings that reach quorum for the school year, faculty must attend a minimum of 12 to acquire a letter of commendation.
 - i. $12/14 = 85\% =$ Merits a Letter of Commendation
 - b. Another example: In the case that there are 12 or 13 official meetings that reach quorum by the end of the school year, faculty members must attend 10 or 11 to acquire a letter of commendation.
 - i. $11/13 = 84\%$
 - ii. $10/12 = 83\%$
 - iv. Employee of the Month
 1. FS discussed the possibility for how we could implement an Employee of the Month, similar to what Staff Senate has.
 - a. Nevertheless, there was disagreement for as to how this would come about.
 - i. Department chairs would have to become involved because it's difficult for the FS executive officers alone to determine who the Faculty Employee of the Month should be.
 - b. Also, would the Employee of the Month get an extra \$100 like staff do? If so, then where would the money come from?
 2. For reasons iv.1.a. and iv.1.b. above, this issue was tabled until the next meeting.
 - a. Ruthy will be asked how Staff Senate goes about choosing Employee of the Month for their meetings.
 - v. Reminder: PMS is Due to Department Chairs at the end of September.
 - vi. Rent Coverage
 1. Rent coverage has now been increased for \$850.
 - a. Please email Angie and/or HR if CMI is only providing \$750 for rent and you have to provide an additional \$100-\$200 for housing.
5. New Business
 - i. Review of the Faculty Senate Bylaws

1. These need to be reviewed. The bylaws haven't been changed for five years. If they are shared and there is no discussion, then we will keep them as is.
6. Unfinished Business
 - i. HR is currently working on the overload contracts for Fall 2023. Hence, they are expected to be signed by around midterm time.
7. Reports/Actionable Items:
 - i. Enrollment Management Committee
 1. There is a scheduling survey to be completed by students by September 30th.
 - a. CMI is trying to figure out what kind of classes students want, as well as what times and days. Students will receive a \$5 phone card if they include their names and addresses in the survey.
 - i. Encourage your students to complete the survey.
 - ii. Credit Hours Draft Policy 383
 1. This requires faculty discussion and a vote per Kelly's email to all faculty shared on September 7th.
 - a. It reduces faculty credit hours from 48 to 45.
 - b. Course outlines also need to be revised.
 2. This is looking to be implemented starting Fall 2024.
8. Miscellaneous
 - i. General Issues:
 1. Issues with Bank of Guam
 - a. Lately, checks have been issued instead of direct deposit into bank accounts due to technical issues.
 - i. Faculty were informed that Bank of Guam has an electronic deposit available. Faculty can download the app for Bank of Guam and deposit their checks via their phones to avoid having to physically go to the bank on Fridays when they are given their checks.
 2. Issues with Visas and Blue Cards
 - a. One faculty member expressed their concern that they applied for their Blue Card in January and still have not received their card.
 - i. They also have to apply soon for another one.
 3. Issues with Human Resources
 - a. One faculty member expressed their concern that HR has been either slow to respond or nonresponsive.
 - i. This faculty member needed at least three months' notice to terminate their housing contract prior to coming to CMI, but CMI informed them too late of the job offer and created issues with their housing contract back home.
 1. Also, the airfare for their spouse has not been refunded, and HR has been nonresponsive in this issue.
 - a. HR requires documents for reimbursement to be completed in a timely manner, but even if they are done in a timely manner, HR does not respond.
 - i. President Alvin will confirm this issue with HR and follow up with Stevenson if necessary.
 - ii. Another possibility is for HR to come to a FS meeting and address these delays.
 4. Issues with Late Overload Payments
 - a. One faculty member brought up potentially writing to College President Taafaki addressing late overload payments.

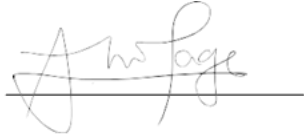
- i. FS President Alvin mentioned that since HR is currently working on the overload contracts for Fall 2023, it may be too early to complain about the previous late overload payments because CMI seems to be on good pace to get the overload checks out on time this semester.
 1. However, if we don't get overload checks by midterm time, then we will bring up this matter again.

9. Announcements

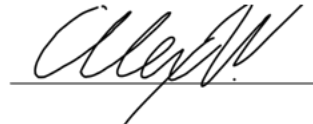
- i. A thank you to all faculty who attended or participated at the dance at MIR.

10. Adjournment

- i. Meeting Adjourned at 12:04 PM.

A handwritten signature in cursive script, appearing to read "Alvin Page", written over a horizontal line.

Alvin Page
Faculty Senate President

A handwritten signature in cursive script, appearing to read "Alexander Velasquez", written over a horizontal line.

Alexander Velasquez
Faculty Senate Secretary/Treasurer