

College of the Marshall Islands
Friday, February 9th, 2024: 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, 28 in attendance.

1. Quorum was reached, and the meeting was made official at 11:30 AM.
2. Review of the Minutes from January 12th, 2024.
 - i. The minutes were approved and seconded with no abstentions.
3. Special/Urgent Business
 - i. Update on the MISSA Last Quarter Payment of 2023
 1. They were made on Monday of this week.
 - a. So, this would be a good time for faculty to pick up their hospital cards.
 - ii. Update on Overload Contracts
 1. Dr. Elizabeth is working on this, but she is worried that the contracts will be late again.
 - a. She is off-island at the moment, but once Dr. Elizabeth is back, President Alvin will inquire as to the status of the overload contracts.
 - iii. CMI Generator
 1. The CMI power generator broke down on Saturday, February 3rd around 4:00 PM.
 - a. As a result, the College was out of power during Saturday's outage.
 - i. However, repairs were made that same day, and the generator is now working again.
 - iv. Bank of Guam Direct Deposits
 1. Stevenson sent out an email to CMI employees letting them know that there were technical issues with BOG direct deposits this week.
 - a. Therefore, faculty who bank with BOG should pick up their checks at the business office window starting at 4:00 PM.
 - i. President Alvin will email Stevenson after the meeting to ask if the checks can be picked up earlier so that they can be deposited before the BOG Majuro branch closes at 4:00 PM.
 - v. Advertisement for the Position of CMI President
 1. If anyone is interested in the position, please apply.
4. Human Resources Committee
 - i. Mylast shared some policies with faculty during the meeting for faculty to review and comment.
 1. Please check your email for these HR policies.
 - a. The policies shared have some phrases and words that were updated.
 2. Mylast highlighted a few of these policies during the Faculty Senate:
 - a. Children in the Workplace Policy
 - i. This one is a new policy.
 - b. Sick Leave Policy
 - i. Faculty have summers off, and this counts as annual leave.
 1. So, if any faculty go off-island, they should send HR an email to notify them of this.
 - a. This is in the case that if something happens to a faculty member while they are off-island, they would be

ii. There was a question from HR for faculty regarding sick leave:

- a. Staff, for example, has an allocated number of days in the year for which they are able to go on sick leave.

- ### 3. Clarification Regarding \$2000 Move-In Allowance Under Housing Security Deposit Policy

- i. If you were hired on-island, then this allowance does not apply to you.

- a. Is it CMI's responsibility to come and inspect the housing?

1. Hence, housing contracts are between tenant and landlord.

2. One faculty member was concerned because they have been asking their landlord to make some repairs and nothing has happened and asked if HR would be able to step in and do something about the issue.

- i. However, the faculty member is welcome to ask HR anyway to see if there are any other options for ensuring that the landlord gets the repairs done.

1. Gade let faculty know that HR is willing to come and speak to faculty regarding all or any of the policies should faculty invite them to any future Faculty Senate meetings.

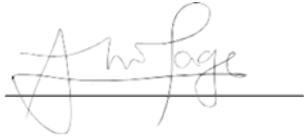
1. Whenever any faculty member is renting a unit, take a photograph of what the apartment or house looks like inside each room before moving in.

- a. This could serve as some sort of evidence in the case that there is a dispute between you and the landlord should the landlord find any unjust reason to not return your security deposit.

1. If anyone is interested in presenting at the upcoming conference, please speak to Dr. Elizabeth.

1. This was emailed to all faculty by President Alvin on Wednesday, January 31st for faculty to make comments on.

- a. It's already received its first reading, and the second reading will be given at the next EC meeting.
 - i. Thus, if there are no comments on it, then it will be assumed faculty is okay with the document.
- iii. Next EC Meeting
 - 1. This upcoming meeting might be an "issues" meeting.
 - a. President Alvin will be raising the issue regarding overload credits.
 - i. If there are any other issues faculty feel strongly about, then please feel free to let President Alvin know so that he can raise them at this forthcoming meeting.
- 6. Enrollment Management Committee
 - i. Club Rush is on Wednesday, February 14th.
 - 1. EMC would appreciate the support of our departments.
 - a. An email was sent throughout CMI about the club rush booth sign-up.
 - ii. Graduation meeting is happening on Wednesday, February 14th for students who are graduating this May.
- 7. Adjournment
 - i. Meeting Adjourned at 11:57 AM.



Alvin Page
Faculty Senate President



Alexander Velasquez
Faculty Senate Secretary/Treasurer