

College of the Marshall Islands
Friday, February 14th, 2025: 11:10 AM – 12:00 PM
Faculty Senate: Minutes of Discussion

Chair: Viviana Uriona – FS President

Deputy Chair: David Sinkey – FS Vice President

Minute Taker: Alexander Velasquez – FS Secretary and Treasurer


Quorum: 26 required, 29 in attendance.

1. Unofficial Discussion Before Quorum
 - i. The Faculty Senate minutes on the *cmi.edu* webpage have not been updated since 2021 due to software issues.
 - ii. FS President Viviana sent the text of the PAC report (not the full PAC report) to faculty via email.
 1. College President Newnham gave comment to the *Marshall Islands Journal* that he and SLT are working on the conflicts, challenges, and issues brought forth on the report, specifically working on restructuring the grievance process.
 - a. President Viviana and Vice President David Sinkey are fighting to push the restructuring of the grievance process forward to the Executive Council.
 - i. President Newnham was told that, first, the issue had to be brought forth to HRC.
 1. FS President Viviana opposed this at EC.
 - a. President Newnham and College Vice President Elizabeth agreed to discuss this proposal at the next EC meeting. EC could also move this proposal to a lower committee.
2. Quorum was reached, and the meeting was made official at 11:30 AM.
 - i. CMI's Mission Statement was then read by the Faculty Senate Secretary.
3. Review of the Minutes from January 24th, 2024.
 - i. The minutes were approved and seconded with no abstentions.
4. Special/Urgent Business
 - i. Introduction of New Faculty Member
 1. Voice Ogariko introduced herself to the Faculty Senate.
 - a. She has been teaching in ABE for the last four weeks.
 - ii. Departure of Faculty Member
 1. Bernardus Vroom announced that he will be leaving CMI at the end of the semester for personal reasons.
 - a. He has found a replacement for his position.
5. New Business
 - i. Faculty Workload Policy 2024
 1. FS President Viviana changed the settings on this document so that faculty can make changes to it and explain why they made those particular changes.
 - a. Faculty should read this paper because it will make a great impact on their current workload, as well as faculty members' future contracts of employment.
 - i. (Faculty who want to comment on the document anonymously can let President Viviana know what changes they would like to make on a printed version of the document and submit it whenever convenient.)
 - b. Viviana explained that faculty are expected to do thirty-five hours of teaching per week, and all other duties, including office hours and participatory government, are expected to be done in the other five hours.


- i. Viviana commented on the document that this was not possible, and hence the need for faculty to have the space to discuss this document together as a body.
 - 1. At the last meeting for department chairs, Dean Edward informed faculty that there would be a committee of three faculty and two deans who would work on the document.
 - a. But the alternative idea proposed during Faculty Senate was to discuss this document during Faculty In-Service, thereby getting all faculty involved instead of only five members within a subcommittee.
 - i. Motion: For faculty to work on the paper and put their proposals forth, as a collaborative body, on April 7th during Faculty In-Service. This motion was approved and seconded without abstention.
- ii. AI Subcommittee List of Questions
 - 1. President Newnham has a friend in the United States who is a specialist in AI. He will be in touch with the AI Subcommittee as soon as possible.
- iii. 8-15 Weeks Report
 - 1. This report is being worked on.
 - a. Alvin Page sent an email with a link to a Google sheet for this report, and it would be very helpful for every department to participate.
- iv. Discussion About Summer Schedule
 - 1. All departments have changed their course outlines and cut their credit hours.
 - a. Our current academic calendar was prepared when we had the old number of credits, and, therefore, the summer session of classes is scheduled to end on July 31st.
 - i. This means that we will go past our credit hours and will be overcharging the students.
 - b. With the new credit hours reflected on the academic calendar, both three and four credit hour courses should finish on week six.
 - i. The only way to make this change is to request EMC to make an amendment to the academic calendar to run the summer session for only six weeks.
 - 1. Therefore, the Faculty Senate representative for EMC (i.e. Mellessia Crawford) must make this proposal to EMC.
 - a. Mellessia informed the Faculty Senate that this was already proposed, but the master of the calendar was not in favor of the amendment (i.e. the calendar is “set in stone.”)
 - i. Motion: To try the proposal again as a Faculty Senate with documentation with new credit hour numbers factored into the academic calendar. This motion was approved and seconded with no abstention. Jennifer Seru and Mellessia Crawford will work together on the proposal.
- v. Concern Regarding Faculty Minutes
 - 1. Some faculty members have not read the minutes from prior meetings and were not aware that Faculty Senate meetings are recorded on Zoom for the secretary to record an accurate set of minutes.

- a. The solution proposed was to announce, after quorum is reached, to all faculty that the meeting is being recorded for minute-taking purposes.
 - i. Motion: To announce, before the reading of the College Mission Statement and before beginning the meeting, that the meeting is being recorded for minute-taking purposes.
 1. This motion was approved and seconded without abstention.
 2. There were also disputes regarding the subcommittees (i.e. faculty members who did not know they were part of a certain subcommittee or disputes about what the subcommittee was supposed to do).
 - a. Hence, the solution proposed was to, after a subcommittee is created with its particular members, to repeat for clarity's sake what the subcommittee is supposed to do, as well as who belongs to the subcommittee, so that there is no confusion as to who or what is to be done.
 - vi. Discussion Regarding Faculty Senate Representatives
 1. President Viviana and Vice President Sinkey would like more feedback from the representatives, especially given that, in EC, there are times when certain documents are referenced that were never seen by Viviana or FS, either because the representatives were overloaded with work and simply did not get the time to send it or for some other reason.
 - a. For example, the Faculty Workload Policy was sent to the representatives, and the representatives, allegedly, did not deliver it to the Faculty Senate. (This was according to the VPASA.)
 - i. Viviana defended her representatives in that there is just not enough time, on top of faculty teaching loads, to also make adequate time for participatory governance. But she does want to trust her representatives in getting vital information pertaining to faculty matters to the Faculty Senate body.
 1. Hence, every representative must find the important information pertaining to all faculty and narrate that back to the Faculty Senate; not every detail but, rather, just the vital information that all faculty need to know.
 - vii. Central Location for Committee Documents
 1. To save time, instead of having to search for every individual document from each committee, President Viviana wants to find a way to centralize all documents that faculty are to look at for reading or commenting into one location.
 - a. One faculty member recommended simply typing in the name of the document into the Gmail search bar to find a particular document quickly.
 6. Institutional Effectiveness Committee
 - i. The Integrated Planning Manual has been moved up to EC for reading and approval.
 - ii. The Peer Mentoring Program
 1. This is a new initiative to pair up new students with a mentor. Please read and comment.
 - iii. Midterm Report
 1. A hard copy was given to faculty at Faculty Symposium. Please read and make comments because it will be sent to ACCJC for review in April.
 7. Enrollment Management Committee
 - i. The RSA was approved by EC on January 15th, 2025.
 - ii. EC had their first reading on the Policy of Access, Retention, and Destruction of Records and was approved at the last EC meeting.
 1. All these documents were shared with faculty in the past.

8. Meeting Adjourned at 12:14 PM.



Viviana Uriona
Faculty Senate President



Alexander Velasquez
Faculty Senate Secretary