



College of the Marshall Islands

Board of Regents Regular Meeting

**Board Conference Room
9:00 A.M. Tuesday, June 20,
2017**

Approved Minutes

The Board of Regents of the College of the Marshall Islands convened at 9:20 a.m. on Tuesday, June 20, 2017 in the CMI Board Conference Room.

Present: Chairman Chutaro, Regent Pinano, Regent Anjain, Regent Maddison, Regent Alfred, Regent Relang, Regent Korean, Regent Chen and President Dr. Koroivulaono.

Apologies: Regent Bigler, Regent Relang, and Regent Ned.

Staff in Attendance: Executive Advisor to the President/ Interim Vice President of Academic and Student Affairs Dr. Nish, Director Agnes Kotoisuva, and Chief Financial Officer Stevenson Kotton. Dean of Student Services Rachel Salomon, and Dean of Academic Affairs Vasemaca Savu-recording secretaries.

Guests: None

Call to Order

Meeting was called to order by Chairman Chutaro at 9:20 a.m.

Remarks by Chairman

Chairman Chutaro asked everyone to take a moment of silence for Mr. Clyde B. Heine. He stated that the special board meeting was called to tackle faculty issues with workload.

President's Report

Summer 2017 semester: new initiatives for summer with the Residential Accelerated Program to address students in Developmental Education Levels 2 and Level 3. Participants will reside in the dorms and also be supervised during their study periods. CMI is very appreciative of the hard work that Dr. Nish, Dean of Academic Affairs and faculty put in to ensure that the Program will run this summer.

The President summarized the Summer 2017 Residential Accelerated Program initiatives focused on Developmental Education Levels 2 and 3. Summer Enrollment has increased to 327. The NSSP Grant has been awarded, and CMI is partnering with UH-Manoa.

NEW BUSINESS

VP Dr. Nish gave a presentation on the Faculty Workload Policy.

In December 2016, the Board approved a Faculty Workload Policy that had been approved by EC but

was never brought to the Board. At that time, we told the Board we would review the policy and bring it back to you within a year. We have done that and would like to have the current revision approved this summer in preparation for fall. Previous workload policy was 12 - 15 contact hours and is now changed to 15. There was discrepancy and inequity among the faculty with the range from 12 to 15. Science faculty were teaching 15 hour loads while others were teaching 12. A typical load is 15 contact hours per week with 1 hour prep per contact hour, 5 office hours, 5 hours departmental/college work. Also added to the policy is the clarification that full-time faculty work week is normally 40 hours. The policy now includes non-credit faculty for adult basic education and vocational training. For ABE the workload is proposed to be 30 contact hours per week, 5 office hours, 5 hours for departmental/college work which equates to a 40 hour work week. For vocational the workload is 25 contact hours per week, 5 office hours, 5 prep hours, and 5 hours departmental/college work for 40 hours per week.

It also includes adjunct or part-time faculty teaching loads. For credit adjunct: 6 hours per week or less. For ABE, 4 hours or less per day. For Technical/Vocation, 20 hours or less per week. It is possible for adjunct/part-time instructors to teach more with the discretion of the Dean of AA and Dir. Of Cont. Ed.

Current contracts state the 12 - 15 contact hour workload. All new contracts will state minimum of 15. We cannot impose the new policy on existing contracts but we can ask faculty to mutually agree to a new contract with the new workload minimum.

The policy has been cleaned up, there is less ambiguity, reviewed by the faculty and they have provided comments to the administrators, CFO and HR.

Fall 2017 schedule has been developed and we are looking at what savings this new policy may generate. If all faculty are teaching at 15 hours it would give CMI greater financial stability. Faculty have asked for professional development and we may be able to use some of the savings toward funding this request.

Chairman Chutaro referred to a Policy Issue-There's a reference to said policy in said handbook. Refer to documents so long as policies and handbooks are in place. New policy states "minimum of 15 hours". Faculty will have to mutually agree.

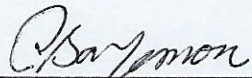
CFO Stevenson and the HR Director Kotoisuva briefed the Board on salary placement for faculty hiring. Regent Maddison moved to approve the Faculty Workload Policy. Seconded by Regent Anjain. The motion was passed unanimously.

Regent Anjain moved to approve the Faculty Salary Placement. Seconded by Regent Pinano. The motion was passed unanimously.

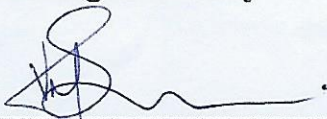
Meeting adjourned at 2pm.

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Respectfully submitted by:

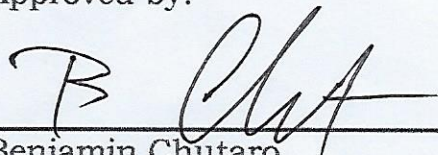


Dean Rachel B. Salomon
Recording Secretary



Dean Vasemaca Savu
Recording Secretary

Approved by:



Benjamin Chutaro
Chairman, Board of Regents