

College of Micronesia – FSM

Committee Minutes Reporting Form

Committee or Working Group	Faculty and Staff Senate (AY14-16)		
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Date:	Time:	Location: Board Conference Room	
October 12, 2015	1:00		

Members Present			
Titles/Reps	Name	Present	Absent
Senate President	Martin Mingi	X	
Senate Staff Representative	Penselynn E. Sam,	X	
Senate Faculty Representative	Ikoli Ilongo	X	
Senate Secretary	Karleen Samuel	X	
Senate Treasurer	Faustino Yarofaisug	X	
Senate Vice President	Kasiano Paul		X
Senate Chuuk Representative	Danie Mamangon	X	
Senate Chuuk Representative	Kersweet Eria		X
Senate Pohnpei Campus Representative	Leyolany Anson	X	
Senate Pohnpei Campus Representative	Xavier Yarofmal	X	
Senate Yap Campus Representative	Robert Yangerluo		X
Senate FMI Campus Rep.	John Berry		X
Senate FMI Campus Rep.	Alex Raiuklur		X
Senate FMI Campus Representative	Rufus Yaisolug		X
Faculty	Allain Bourgoïn	X	
Faculty	Donald Buden	X	

Additional Attendees:

Agenda/Major Topics of Discussion:

1. Faculty members sharing their issues and concerns
2. Senate Bylaw
3. Mi-Care and Genesis Issue
4. Housing Issue
5. TOR issues
6. Template form
7. Special Contract- update members on COC

1. Faculty representative shared existing policies that have been implemented and affecting faculty members:

- A. Policy 6009-(g) which states “Instructional faculty members and teaching assistants are required to be on duty two weeks prior to the first day of instruction for all semester and one week prior to the first day of instruction of the spring semester. Faculty instructional responsibility will end

immediately after graduation in the fall and spring semesters. Faculty duty for summer classes will begin one working day before classes begin and end on the day grades are due”.

- Number of faculty members have been advised that they would be docked for later arrival for fall 2015 session and have a letter of reprimand added to their personnel file.
- Measures (docked pay) have been imposed on other faculty member in recent semesters for late arrival when he/she is contributing skills and time outside of the classroom
- Decision makers are not taking consideration on mitigating circumstances or contributions that faculty member has been making to the college.
- Faculties are hired to teach, other expectations like meetings, graduations ceremonies are secondary yet they are being penalized for arriving days late before first day of instruction.
- Instructors are encouraged by the College to attend conferences or workshops overseas during the middle of semesters despite disruption in continuity of classroom instruction for periods of a week or longer. Are faculty workshop and meetings more important than teaching and scholarship?
- If participation in projects of community service is not just then does missing faculty meetings or ceremonial functions at distance conferences or workshop worth cancellation of classes?
- When a faculty leaves for a workshop, remaining faculties get to share his/her work load and with that extra effort spent, why can't be it taken into consideration before assessing harsh penalties on faculty who arrives late missing meeting, workshop or non teaching activity?
- COM-FSM had difficulty recruiting and retaining qualified faculty because of its low salaries and difficult living and working condition. There is little time during the year to visit families and make use of medical facilities that are not ready on island and when these affected arrival delays, there is no recognition in various contribution of the faculty as well as consideration on some of the difficulties associate with living in this isolated location.

B. There are policies in the personnel policy manual that can and should be interpreted and applied by those in charge in a way that would negate the use of excessive and misapplied punitive action in situations such as those involving early departures and late arrivals:

- Policy 6010 Leave Policies Section 6(d) Administrative Leave: Personal leave- **“One day of personal leave per calendar year for employees who have completed the first year of probationary period”**.
- Policy 6010 Leave Policies Section 6(g) Administrative Leave: Volunteer work to perform a service for a community service organization or when requested to participate in a nation-wide or statewide civic activity. Community service leave may not be used for any political or religious activity. **Community service leave is limited to ten working days per calendar year.**

C. Policy that can be acknowledge with few days leave in lieu of stipend or certificate:

- Policy 6016- Incentive Program

D. Policy that can be considered than putting harsh penalties on faculty who take the initiative in making scholarly contribution in their areas of expertise which reflect well on the institution resulting late arrivals/early departures.

- Policy 6010 – Leave policy - “Leaves of absence from COM-FSM and for the benefit of the employee and the college”
- Policy 6001d – Guiding Principles – **“Retaining employees on the basis of**

adequacy of their performance and separating employees how inadequate performance cannot be corrected

E. One-way to eliminate the current approach regarding absences within the designated “on duty” period before the first day of instruction or after final grades have been submitted is to **consider that in this age of electronic and the internet being on duty** doesn’t necessarily have to equate with physical presence.

F. Policy need not be rewritten because there is already considerable flexibility built into existing policy. It is matter of those in charge taking more reasonable approach to interpretation and implementation.

Policy 6009 4 (g) could be amended to include the statement below to clarify options inherent in existing policy and provide a more constructive alternative measures:

“Any absence outside these designated dates will be analyzed on an individual basis by taking into account the specific circumstances as well as the employee’s overall performance record; absences may be charged against the employee’s accumulated sick leave account”.

G. Division chair has been reprimanded to pass notice to faculties under his/her division. If this chair does not complied he/she will be affected.

Outcome: FSS will meet with Vice President of Instructional Service and Acting Director of Academic Program to get their side on the story and update Faculty representative after two weeks.

2. General Assembly will be both schedule during community at National Campus and Pohnpei Campus. Secretary will find schedule of community meeting and notify Senate staff representative and President.

The executive committee devoted the whole meeting to agenda #1: Faculty members sharing their issues and concerns. Rests of agenda were tabled for future meetings since agenda #1 is urgent.

Meeting adjourned at 2:40 pm.

Handouts/Documents Referenced:

College Web Site Link:

Prepared by:

Karleen Samuel

Date Distributed:

10/21/2015

Approval of Minutes Process & Responses: Adopted on 10/22/2015

Submitted by:

Karleen Samuel

Date Submitted:

10/22/2015

Summary Decisions/Recommendations/Action Steps/Motions with Timeline & Responsibilities