

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: March 7, 2011

ATTENDANCE:

Susan Hippensteele (Chair)	X	Martin Rayner	X	Kristin Herrick, Staff	X	Chancellor Hinshaw	Greg Takayama
Lilikala Kame`eleihiwa	X	Halina Zaleski	X			VCRGE Ostrander	
Shirley Daniel	E	David Duffy	X			VCAA Dasenbrock	
Rosanne Harrigan	L	Bob Cooney	X			VCSA Hernandez	
						VCAFO Cutshaw	

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:05 pm in Hawaii Hall 208.	
ANNOUNCEMENTS	<u>None</u>	
CHAIR'S REPORT	<p><u>BOR Policies</u> Copies of the combined Senate review of the BOR policies were provided. Proper review of the proposed policies would require 6 to 8 weeks. The BOR is a member of the American Association of Governing Boards and is following their policies. For proper review we need to see the proposed Executive Policies.</p> <p><u>Arts & Sciences Senate meeting</u> A&S voted to eliminate the 104 A&S credit requirement. There is still a college core, including a math requirement, beyond departmental requirements. A&S discussed articulation of courses across campuses. Dasenbrock suggested leaving requirements to individual departments. This would be inconsistent with a liberal education.</p> <p><u>PBRC</u> The BOR Committee decided to recommend closing PBRC by a 5 to 2 vote. Reasons given were lack of focus, and saving money by closing Kewalo. Data on land issues, development of the Kewalo property, and contractor interests is not available. The issue will not go to the full BOR before April. A recommendation to close a facility has to come from the President.</p> <p><u>Undergraduate Research</u> The SEC met with Terry Hunt to discuss changes to funding mechanisms and ways to increase committee</p>	<p><i>Duffy will testify at the BOR regarding the need for time for meaningful consultation, and the importance of these policies to UH and faculty governance.</i></p>

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	participation at its last meeting.	
ADMIN REPORT	<u>NCAA steering committee</u> The steering committee met on March 3 and expects to have the subcommittee reports posted on the web by March 31.	
APPROVAL OF MINUTES	The SEC voted to approve the 2/28/2011 minutes as amended.	<i>KH will post to the website.</i>
MARCH SENATE AGENDA	<p><u>March 16 MFS Agenda</u> All agenda items are needed by today. All documents are posted to the website when they are received. Hippensteele will be gone on March 16, so Duffy will chair the meeting. Lassner is confirmed for the meeting. CAB and COA have no agenda items. WGGE may have a report. This looks like a manageable agenda.</p> <p><u>Strategic Plan</u> The SEC will present a motion to endorse the Strategic Plan. Most comments on the plan have been positive. One person asked whether there is a blood quantum to define native Hawaiian, however UH just asks whether any ancestors are native Hawaiian. Questions were received on the bench-marking and budgeting time frame, and on why the plan does not specify what we are not going to do. The annual process will identify key issues to be addressed in the following year, so that all benchmarks are addressed during the life of the plan. Progress indicators will be quantified by committees as part of the annual process, and goals will be set. Shifting or allocation of funds will be evaluated in the annual process. Committee will need to meet over time in this annual process. The SEC needs more input from CAB on procedures for the annual process, and needs CAB to work with Cutshaw in a shared governance process, for example, to identify metrics, to develop the form in which to report progress on benchmarks, and to create an on line process that is time efficient. To choose priorities in a data-driven process, data is needed, including initial data. Existing models can be expanded. What incentives will be provided? The SP indicators are general, and the Senate motion is to endorse the final draft, not to write it in stone. Susan is still taking comments on the SP.</p> <p><u>CAPP motions</u> Why is does the proposed wait-listing stop at the beginning of the semester? Is this capacity driven vs need driven? Mid-term grade reporting is proposed so that academic advisors can identify students doing badly and encourage and assist them. Mid-term grades are now reported using laulima, so that students have day-to-day access. Can advisors have access to laulima rather than setting up a system through banner? This might enable assistance earlier than mid-term, which may be too late.</p> <p><u>Election</u> CFS will provide the 2011 election report, pending the SEC's certification of the election results at its next meeting. Elections close tomorrow.</p> <p><u>WGGE</u></p>	<p><i>Duffy will chair the Senate meeting.</i></p> <p><i>Duffy will contact Bontekoe for a report from WGGE.</i></p>

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	Duffy will contact Ron Bontekoe for a report.	
NEW BUSINESS	<p><u>New executive policy on authorship.</u> The policy on authorship may be inoperative in the real world, and needs to be redone. SEC wants to know whether it will be pulled back. Authorship requirements are journal specific. In discussion on the P&T authorship guidelines, CPM and UHPA agreed that these should be specified at the department (or lab) level. Co-author contributions should add up to 100%. Flexibility is needed, for example as students come and go. A good grievance mechanism can deal with disputes or bad faith. Training on ethics for both graduate students and faculty is required by some granting agencies, such as NSF and NIH, and by the Committee on Human Subjects.</p> <p><u>New executive policy on whistle-blowers.</u> The current policy is in E5.211. Good faith means not intentionally lying.</p> <p><u>Kuali Committee</u> Kuali is a business reporting system to replace FMIS. The committee reports to Lassner. User input is important. Duffy is currently on the committee. SEC recommends replacing Duffy with Shirley Daniel as the Senate's representative.</p>	<p><i>Both executive policies were referred to CPM and COR</i></p> <p><i>Shirley Daniel will be added to the Kuali committee</i></p>
COMMITTEE REPORTS	<p>1. CSA</p> <ul style="list-style-type: none"> Does not support the freshman colloquium proposal; Has not had time to review the BOR policies; Is looking at the expectations for graduate students, especially in teaching. <p>2. GEC</p> <ul style="list-style-type: none"> Met, but the liaison was unable to attend. <p>3. CAB</p> <ul style="list-style-type: none"> Is working on the report on centers; The lead committee on this is CAPP. Questions to consider are the effect on student enrolment and attendance if classes are taught at off-peak hours. Need transparency on use of space and administration should be responsible for maintenance of equipment. <p>“Not clear “exactly what the benchmarking committee should be set up to do and how to do ‘it’”.</p> <p>4. CAPP</p> <ul style="list-style-type: none"> Finds department meeting rooms to be important; Will present the policy on class repeats in April, recommending that GPA be based on the best grade for up to 3 repeated classes. Advisors have concerns regarding doing this in Banner. Five of 17 Universities surveyed by CAPP follow the process proposed by CAPP. Would this apply to any three classes, or would students need to seek approval before hand? CAPP discussed this issue and decided that students would have to declare upfront that they wanted to take a class to replace a 	

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	<p>prior grade.</p> <ul style="list-style-type: none">• The freshman colloquium proposal will not be brought forward. <p>5. CPM</p> <ul style="list-style-type: none">• Met with UHPA;• Is bringing the final proposed revisions to the T&P Guidelines to the March meeting. The proposal put the responsibility on departments for explaining authorship and selection of external evaluators. A question was raised regarding trans-disciplinary work. <p>6. CFS</p> <ul style="list-style-type: none">• Will meet tomorrow. The election is in progress, but concerns have been raised regarding tabulation. <p>7. COA</p> <ul style="list-style-type: none">• Will meet this week.	
ADJOURNMENT	Chair Hippensteele adjourned the meeting at 5:05 pm.	