

**FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: June 20, 2011

ATTENDANCE:

Susan Hippensteele (Chair)	X	Bonnyjean Manini	E	Kristin Herrick, Staff	X	Chancellor Hinshaw	Elmer Ka'ai
David Duffy (Vice Chair)	E	Thomas Conway	E			VCRGE Ostrander	
Shirley Daniel	X	Ian Pagano	X			VCAA Dasenbrock	
Halina Zaleski	X	Richard Nettell	E			VCSA Hernandez	
Lilikala Kame'eiehiwa	E					VCAFO Cutshaw	
Martin Rayner	X						
Bob Cooney	X						
Rosanne Harrigan	L						

SUBJECT	DISCUSSION	ACTION
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:00 in Hawaii Hall 208.	
ANNOUNCEMENTS	No announcements.	
CHAIR'S REPORT	<u>Federal Requirements</u> There is a new federal requirement that all universities show that students spend 2 hours working out of class for every 1 credit hour in class. System has promulgated a policy that UHPA is reviewing ; ACCFSC does not meet over the summer and the policy has not been forwarded to MFS. The requirement may be repealed.	
ADMIN REPORT	The SEC was provided with a summary of the status of items that are pending and in progress.	<i>KH will update as needed.</i>
MINUTES	The SEC voted to approve the 6/6/2011 minutes as amended. A question was raised as when the SEC had discussed that facilities changes should be consistent with the long range campus plan and the strategic plan. This was discussed at the SEC/Admin Retreat on January 6, 2011. It was suggested that notes be kept and posted from such retreats so that there is a record of discussions.	<i>KH will post the minutes to the web.</i>

SUBJECT	DISCUSSION	ACTION
OLD BUSINESS Ø COMMITTEE CHARGES Ø VCAA REORG	<p>William Chismar, Dean of Outreach College, is considering proposals to change the length of the Summer sessions to 5 weeks from the current 6 weeks. This may be difficult to implement, particularly for laboratory and studio classes. This change is in an early stage of discussion and no proposal has yet been formulated for consultation. Any proposal would be sent to CAPP for review.</p> <p>No objections were raised to the VCAA reorg. Study Abroad Council reporting lines have been reassigned to AVCAA Cambra effective July 1. A formal reorg proposal has not yet received from the SAC. If the Study Abroad Council submits a reorg proposal, this will be addressed at the appropriate time.</p>	<p><i>SH will contact Bill Chismar regarding the status of this.</i></p>
NEW BUSINESS Ø BOR BYLAW AMENDMENTS Ø STRATEGIC PLAN Ø STRATEGIC HIRES	<p><u>BOR Bylaw Amendments.</u> The comment period has been extended until Sept 30, 2011.</p> <p><u>Strategic plan implementation.</u> The strategic plan contains a number of progress indicators that need to be benchmarked and measured. The VCAA has questioned the number of plan indicators that need to be benchmarked and tracked. VCAFO Cutshaw has made a chart of what we already measure, what could be measured with minor adjustments, and what would be more challenging to measure. The SEC suggested that having a faculty and an administrator co-chair for the strategic plan committee was more appropriate than having two administrators as co-chairs. Selection of a faculty co-chair based on their Senate role would result in too much turnover, and continuity is important. The SEC could nominate any faculty member, but the co-chair should be a tenured faculty member. The SEC has appointed four faculty to the committee; these faculty volunteered for the committee and indicated it as their first choice. Susan is the strategic plan coordinator, but is not a member of committee. Both the VCAA and VCAFO have important contributions to make and are needed on the committee, but not necessarily as co-chairs. At this implementation stage, the resources and data of the VCAFO are particularly important.</p> <p><u>Priorities for next year.</u> The Chancellor has identified the priorities for next year: graduate education, undergraduate graduation rates, and native Hawaiian scholarship. The last two issues were raised by WASC. Priorities are supposed to be identified by the strategic plan committee, but not all committee members have been appointed and the committee has not had time to look at baseline data. The SEC will ask for a report on baseline data with a reasonable report date. The indicators and data should be posted on the web, so they can be reviewed and discussed by appropriate Senate committees and the rest of campus. If data are difficult to collect, the committees could suggest alternative measures. Faculty input is important, and may result in development of improved metrics. Some data may be sensitive, for example, if they could be interpreted as being related to workload. Such data, however, are already collected for program reviews. Data should be accumulated at the program level and not tied to individual faculty. UHPA should not have an issue with program level data. If departments or programs collect lists, they can decide what items are meaningful, for example in areas such as faculty honors and awards.</p> <p><u>Strategic hiring initiative.</u> Hippensteele provided an update on the process for reviewing the proposals for the strategic hiring initiative. She noted that the technical nature of the sustainability proposals required significant discussion in their review. Joint appointments are a concern, particularly for positions listed as having 25% of their FTE with the UH system to work with non-Manoa units. This may be reasonable if it is a 100% Manoa position with 25% of the time assigned to outreach responsibilities to the Community Colleges. There are no faculty positions at the system level. Joint appointments can be successful with good support and cooperation from both units so the description of one of the positions is confusing. Inter-disciplinary clusters do not necessitate joint</p>	<p><i>SH will follow-up with VH regarding a faculty co-chair</i></p> <p><i>SH will follow up with KC</i></p> <p><i>SH will clarify with VH</i></p>

SEC minutes of June 20, 2011

SUBJECT	DISCUSSION	ACTION
	appointments. Clusters will need infrastructure support to be effective.	
ADJOURNMENT	Meeting adjourned at 4:45 pm, setting a new record.	