

**University of Hawaii at Mānoa Faculty Senate
Committee on Academic Policy and Planning**

**Minutes of the CAPP Meeting on November 28, 2012
Hawaii Hall 208, 2:30 – 4:00 p.m.**

Present: Todd Sammons (Chair), Xu Di, Cengiz Ertekin, Thao Le, Maya Saffery, Carolyn Stephenson (SEC Liaison), Annette Wong, Katya Sherstyuk, Stacey Roberts (Academic Procedures Committee Representative)

Absent: None

1. **Meeting Call to Order.** The meeting was called to order at 2:40 p.m. by Todd Sammons (Chair).
2. Todd asked Katya Sherstyuk to be the minutes taker for the meeting and she accepted.
3. **Review of November 7, 2012 minutes.** Minutes were unanimously accepted as amended. Maya will make the revisions.
4. **Report from Carolyn Stephenson on SEC brainstorming on improving the UH System and Mānoa relationship, and committee discussion.**

Carolyn briefed the committee members on SEC brainstorming on “how to return power from system level to Mānoa.” SEC is considering what may need to be done to improve the relationships between the system and Mānoa. Specific issues:

- Administrative and authority bloat:
 - Increase in the number of APT positions on the system level; increase in those salaries
 - Increase in upper-level administrative salaries

Carolyn also reported that the SEC has asked every committee to look at the issues from that committee’s perspective and give feedback to the SEC.

Kristin Herrick was called in and she clarified that the SEC would like the feedback by January 14th, so that it could report on the issue during the January 16th Faculty Senate meeting. Given the urgency, CAPP members decided to brainstorm on the topic during the current meeting.

Todd Sammons talked about concerns about general education system requirements, particularly articulation issues between and among the various UH campuses.

Regarding administrative bloat, Todd suggested that getting historical data on salaries would give more substance to the discussion.

Carolyn noted that there is an idea to tie the top administration salaries to average faculty salaries but that others object that market considerations may work against it. She also mentioned top-

down budgeting and the “15-to-Finish” system initiative as other examples of cases where the relationship between the UH system administration and Mānoa needs to be improved. She formulated the general issue as “the system adopting initiatives without consulting with campuses, especially Mānoa, and taking up issues that are primarily Mānoa initiatives without consulting with Mānoa.” Another example is “50 researchers”: given that most of these researchers will be at Mānoa, shouldn’t this be a Mānoa initiative? Carolyn further suggested that we should examine the question of shifting the balance of power from the UH system back to the campuses.

A general discussion followed, with Stacey, Todd, R.C. Ertekin, Maya, Thao, Katya participating. The general problems, as understood, appear to be the following:

- Top-down decision-making
- Lack of communication and transparency between UH system and campuses

Another concern is that the UH President does not go to Mānoa Faculty Senate meetings.

Xu Di suggested that making Mānoa the flagship campus is important.

A committee member noted that, according to WASC guidelines, there should be political independence of university (i.e., a given campus, Mānoa), not the system (UH). Carolyn then suggested that we should promote the autonomy of Mānoa, not autonomy of the UH system. The UH President should support the differentiated missions of different campus entities.

Also the UH President should support bottom-up initiatives.

Carolyn suggested the following points as key issues that need to be addressed:

- Communication
- Transparency
- Administrative bloat
- Accretion of power to system level, as illustrated by:
 - 50 researchers
 - Athletic director
 - 15-to-Finish
 - Top-down budget

She also suggested making the system-level administration “skeletal.” For example, why have Vice-presidents if we have Vice-chancellors? General discussion followed.

R. C. Ertekin suggested that the SEC top priorities should go to the Senate, then to the Board of Regents.

5. Report from Todd Sammons. Todd reported that he submitted to the MFS office a report on Fall 2012 CAPP activities; he asked CAPP members to review it.

6. Committee Reports

Issue # 26.12 Maya and Ipo are still working on the issue.

Issue # 13.13 Streamlining of Administrative Procedures with Regard to Course Approvals: Di Di and Maya gave an update on their progress. They talked to administrators and are looking at the forms. They are trying to identify “frequently asked questions” to see how to streamline the process better.

7. Vacancies and next meeting

Kristin informed the committee that the Senate vacancies will be filled.

CAPP members agreed on setting the next meeting for Wednesday January 23, 2:30-4:00 pm.

The meeting adjourned at 4:04 p.m.

The next meeting will be held as scheduled at 2:30 – 4:00 p.m., Hawaii Hall 208, January 23, 2013.

Respectfully submitted,

Katya Sherstyuk (this draft: on 12/03/12)

Approved as amended on January 23, 2013.