

**Faculty Senate**  
Executive Committee  
Meeting Minutes

Meeting Date: December 13, 2010

Attendance:

Susan Hippensteele (Chair)	X	Kristin Herrick, staff	X	Chancellor Hinshaw	Greg Takayama	<u>Others:</u>
		Martin Rayner	X	VCGRE Ostrander		Ron Bontekoe X
Lilikala Kameeleihiwa	X					William DeMeo X
Shirley Daniel	A	Halina Zaleski	X	VCAA Dasenbrock		Stacie Roberts X
Rosanne Harrigan	X-tel	David Duffy	X	VCSA Hernandez		Tom Hudson X

Subject	Discussion	Action/Strategy
<b>Call to Order</b>	The meeting was called to order at 3 pm in Hawaii Hall 208.	
<b>WGGE Report</b>	<p><b>Proposed Graduate Council Restructuring</b> (See Ron Bontekoe's WGGE memo dated December 1, 2010)</p> <p>1. <u>Results of Graduate Assembly Meeting:</u></p> <ul style="list-style-type: none"> <li>The WGGE Chair noted that only a small portion of the Graduate Assembly attended the meeting and that most of the questions addressed the Graduate Division's charge, rather than the SEC charge. Graduate students seemed to presume that nothing could be done to alter the current procedures of the Graduate Council.</li> <li>The GSO representative noted that the conversation at the GA meeting mostly concerned the Graduate Division's charges because these questions were presented at the beginning of the meeting.</li> </ul> <p>2. <u>Q: What role should the Senate take in a restructured Graduate Council?</u></p> <ul style="list-style-type: none"> <li>The SEC asked WGGE to discuss the role that the Senate should take in the Graduate Council.</li> <li>WGGE Chair noted the following concerns with giving a Senate Committee the authority to oversee the Graduate Council's determinations: (1) oversight from the Senate may be lacking because all Senators do not have expertise in the Graduate Division; and (2) it may be difficult to produce Resolutions and have them passed if non-senators are on the committee.</li> <li>The SEC noted that it would need to forward these kinds of issues to a</li> </ul>	<p>WGGE will present both restructured Graduate Council models (MAC model &amp; autonomous Graduate Council model) to the Graduate Chairs &amp; UHM Administrators to afford them the opportunity to review the current proposal;</p> <p>WGGE's interim report will be presented at the <i>January Senate Meeting</i>.</p> <p>WGGE will present its final report to the Senate at the <i>April Senate Meeting</i>.</p>

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	<p>committee that includes both Senators and non-Senators with broad representation in Graduate Programs (a committee model like MAC).</p> <ul style="list-style-type: none"> <li>○ WGGE had not considered a hybrid committee of this nature, but will consider this possibility further.</li> <li>• WGGE recommends that the Graduate Council be restructured by affording it more autonomy, with additional responsibility. WGGE noted that: <ul style="list-style-type: none"> <li>○ After the Graduate Council has made its initial determinations, a Senate Committee can be responsible for reviewing important decisions;</li> <li>○ Agenda items should not be brought up and voted upon in a single Graduate Council meeting in order to afford others the ability to submit their opinions;</li> <li>○ The Graduate Council needs to afford Graduate Chairs more participation in the process and the GC's agenda needs to be made transparent; <ul style="list-style-type: none"> <li>▪ One suggestion to better involve the Graduate Chairs in the Graduate Council's deliberations was to require all Chairs to attend mandatory training in order to increase accountability. The VCAA is now conducting training for new Graduate Chairs and has a Graduate Chair handbook that may be helpful.</li> <li>▪ Another suggestion was to hold more frequent All Graduate Chair meetings in order to ensure that the Graduate Chairs are kept apprised of the Graduate Council's Operations.</li> </ul> </li> </ul> </li> </ul> <p>3. <u>Q: Is WGGE ready to present its recommendations to the Senate?</u></p> <ul style="list-style-type: none"> <li>○ WGGE indicated that its report needs to be modified because the initial proposal to make the Graduate Council autonomous and not to include Senate Committee consideration was based on a committee model comprised only of Senators, rather than a committee model that includes Graduate Division specialists and non-Senators (CAB committee model v. MAC committee model);</li> <li>○ WGGE also noted that it hasn't gotten enough input from the Graduate Chairs because it did not have a written proposal at that time and the deliberations were informal.</li> <li>○ SEC also suggested that WGGE should seek input from UHM Administration.</li> </ul> <p>4. <u>Q: What are Graduate Students concerned with?</u></p> <ul style="list-style-type: none"> <li>○ WGGE noted that Graduate Students are mostly concerned with the implications of the external member rule and the time length for academic probation;</li> <li>○ The SEC noted that, like Graduate Chairs, Graduate Students should be more involved in the Graduate Council's deliberations.</li> </ul>	

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<b>Chairs Report: PBRC Hearing</b>	<b>BOR Meeting: PBRC testimony</b> <ul style="list-style-type: none"> <li>The Senate Chair and VC presented the Senate's testimony at the Board of Regent's PBRC hearing on 12/13/2010;</li> <li>The Board's questions to the Senate concerned alleged flaws in process;</li> <li>Overall, the Board was respectful and allowed everyone to voice their opinions on the subject.</li> </ul>	
<b>M3:101 Applicability and the Process for Campus Reorgs</b>	<b>M3:101 Applicability</b> <ul style="list-style-type: none"> <li>At the SEC's request at the 12/6 SEC meeting, the Senate Chair reached out to VCRGA Ostrander to inquire about his position on the applicability of M3:101 to KEWALO closure.</li> <li>Senate Chair Hippensteele, VC Duffy, VCFA Ostrander, VCAFO Cutshaw, and VCAA Dasenbrock will meet this week as a preliminary step to identify M3:101 procedural issues.</li> <li>SEC Chair explained that UHM Administration must consult with the Senate about all proposed reorganizations under M3:101.</li> <li>SEC Chair specifically noted that the procedure for summer reorganizations needs to be discussed with UHM Administrators since the Senate does not meet during the summer, but the UHM Administration accomplishes a lot over the summer.</li> <li><u>Q: What other reorganizations occurred last summer?</u> <ul style="list-style-type: none"> <li>SEC acted on behalf of Senate on minor reorganizations last summer: <u>Examples:</u> Kathy Cutshaw's Office; Industrial Relations; Environmental Health and Safety; Reed's Office.</li> </ul> </li> </ul>	<p>CAB &amp; Kathy Cutshaw are working together to identify issues with the reorganization procedure (such as procedures for summer reorganizations).</p> <p>Senate Chair Hippensteele, VC Duffy, VCFA Ostrander, VCAFO Cutshaw, and VCAA Dasenbrock will meet on Thursday 10/16 to discuss M3:101 applicability as it pertains to KEWALO closure.</p>
<b>Approval of Minutes</b>	Minutes of December 6, 2010 SEC meeting were approved as revised.	The approved December 6 SEC Minutes will be posted to the Senate Website and Laulima.
<b>SEC/Admin Retreat</b>	<b>Existing Items:</b> <ol style="list-style-type: none"> <li>Benchmarking process for Strategic Plan</li> </ol> <b>Suggested additions to Agenda:</b> <ol style="list-style-type: none"> <li>Standing invitations for Administration to attend all Senate Committee Meetings; <ul style="list-style-type: none"> <li><u>Ex:</u> CAPP = VCAA; COR = Ostrander</li> <li>The SEC noted that one issue that may be caused by inviting UHM Administrators to attend Senate Committee meetings is that the Administration would forego real Senate consideration and treat the committees as their own;</li> <li>The SEC agreed that a standing invitation for Administrators to attend Committee meetings may be beneficial because it would increase shared governance and enable both sides to foresee upcoming issues.</li> </ul> </li> <li>Brainstorming about upcoming issues for Spring 2011 semester;</li> <li>M3:101 Applicability (<i>depending on outcome of C and VC's preliminary meeting with Reed, Gary, &amp; Kathy</i>)</li> </ol>	<p>Senate Chair will forward these tentative agenda items to the Chancellor and request her input.</p> <p>SEC will work with the Chancellor to produce the final Agenda.</p>

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	<ul style="list-style-type: none"> <li>The SEC noted that it needs a more formal process for applying M3:101. Specifically, the SEC noted that we need to increase transparency and to better involve individual units in the Reorganization process.</li> </ul>	
<b>Spring 2011 Committee Charges</b>	<p><i>(to be added to unfinished charges)</i></p> <p><b>Existing Items:</b></p> <ol style="list-style-type: none"> <li><u>CAB</u>: Benchmarking/budgeting with KC, M3:101 summer timing;</li> <li><u>CAPP</u>: Course alpha and number articulation implementation; in-major GPA requirement; freshman seminar/retention.</li> <li><u>COR</u>: Center motion/ instruction to Deans.</li> <li><u>MAC</u>:</li> <li><u>GEC</u>: Freshman Seminar/ retention</li> <li><u>CPM</u>:</li> <li><u>CSA</u>: Freshman seminar/ retention</li> <li><u>CFS</u>: Elections, review of constituency representation (JABSOM changes)</li> </ol> <p><b><u>Suggested Additions to Committee Charges:</u></b></p> <ol style="list-style-type: none"> <li>University standards for online courses; <ul style="list-style-type: none"> <li>Senate Chair noted that the University is currently addressing this issue, but agreed that the SEC should send this issue to CAPP as soon as the administration has worked out the details.</li> </ul> </li> </ol>	<p>Senate Chair will redraft the Spring 2011 Committee Charges and will send to the committee Chairs by the end of December.</p>
<b>Liaison Reports</b>	<ol style="list-style-type: none"> <li><u>MAC</u>: <ul style="list-style-type: none"> <li>MAC is trying to determine the best method for bringing forward their next resolution (<i>whether to bring forward UHM 1 &amp; 2 as a motion</i>).</li> <li>Since the Resolution on Faculty Governance of Assessment was passed at the December 2010 Faculty Senate meeting, MAC needs to work with the Assessment Office to determine the role that faculty will play in assessment. There are currently no governing documents for the Assessment Office.</li> <li>MAC asked for an extension on the study of the High Fail Courses. <ul style="list-style-type: none"> <li>It was recently brought to MAC's attention that a Psychology class has a larger fail rate than Math 101. MAC will follow up with the Psychology Department.</li> </ul> </li> </ul> </li> <li><u>CPM</u>: <ul style="list-style-type: none"> <li>Cancelled December meeting;</li> <li>CPM will correspond via the internet.</li> </ul> </li> <li><u>CAB</u>: <ul style="list-style-type: none"> <li>Gary Ostrander attended the 10/13 CAB Meeting to discuss the "I &amp; R" Faculty discrepancy. <ul style="list-style-type: none"> <li>The VC suggested a rolling 5 year contract for R Faculty that would revert them to teaching after 5 years or give them an option;</li> <li>The SEC noted one issue with this is that not all Research Faculty necessary can or want to teach.</li> </ul> </li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li><u>MAC</u> <ul style="list-style-type: none"> <li>Paul Brandon will meet with Monica and Marlene in the Assessment Office to discuss policies that could incorporate the Faculty Governance of Assessment Resolution into the assessment process.</li> </ul> </li> <li><u>MAC/GEC</u> <ul style="list-style-type: none"> <li>MAC &amp; GEC have an extension into the Spring 2011 semester to report on High Fail Courses.</li> </ul> </li> </ol>

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	<ul style="list-style-type: none"> <li>On 10/13 Chair Hippensteele spoke to CAB about the International Proposal – CAB agreed to wait until January to present its findings to the Senate.</li> </ul> <p><u>4. CSA</u></p> <ul style="list-style-type: none"> <li>No quorum</li> </ul> <p><u>5. GEC</u></p> <ul style="list-style-type: none"> <li>GEC was given an extension on High Fail Courses</li> </ul>	
<b>ACCFSC Faculty Budget Retreat</b>	<p><u>Timing:</u></p> <ol style="list-style-type: none"> <li><u>Registration:</u> 8:30 am – 9:00 am <i>(to allow for traffic)</i> <ul style="list-style-type: none"> <li>The session will begin at 9:00;</li> <li>The event will run from 9:00 – 5:00, with a morning and afternoon session.</li> </ul> </li> <li><u>Announcement:</u> The SEC will review the draft announcement and submit feedback. UHPA will publish the announcement and make it available to all UH Faculty.</li> </ol>	Kristin will send the announcement to UHPA for publication as soon as feedback is received.
<b>Adjournment</b>	The meeting was adjourned at 5:15 pm.	