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FACULTY SENATE MEETING MINUTES

October 16, 2019

Architecture Auditorium (ARCH 205)

3:00 PM - 4:00 PM

Present:

AGRUSA, Jerry; **APUZEN-ITO**, Garrett; **BANNA**, Jinan; **BATENI**, Sayed; **BEAULE**, Christine; **BISBEE**, Michelle; **BOVARD**, Penny-Bee; **CHESNEY-LIND**, Meda; **CHIN**, David; **CLAPP**, Justin; **CONWAY**, Thomas; **COONEY**, Michael; **DAVIS**, Katherine; **DE SILVA**, Kahikina; **DENNISON**, Carolyn; **FARRAR**, Christine; **FOSTER**, James; **FULTON**, Lori; **GILLILAND**, Elizabeth; **GOVELLA**, Kristi; **GRISWOLD**, Jennifer; **GROBBE**, Niels; **HARRIS**, Chessa; **HIGA**, Jason; **HIGGINBOTHAM**, Derrick; **HOFFMANN**, Kathryn; **HUFFMAN**, Brian; **JHA**, Rajesh; **JULIEN-CHINN**, Francie; **KIRS**, Marek; **MARTIN, JR.**, Kaliko; **MATTHEUS**, Deborah; **MCKIMMY**, Paul; **MESSINGER**, Thane; **MIYAMOTO**, Camaron; **NGUYEN**, Truc; **NÍ DHONACHA**, Siobhán; **NUTE**, Kevin; **PETTIT**, Jonathan; **POKHREL**, Pallav; **POTEMRA**, James; **RAY**, Stacy; **SAKAGUCHI**, Ann; **SENTELL**, Tetine; **SIPES**, Brent; **SPEETJENS**, Jessica; **STEPHENSON**, Carolyn; **TALLQUIST**, Michelle; **TAYLOR**, Brad; **VON DOETINCHEM**, Sandra; **WITHY**, Kelley; **WONG**, Vanessa; and **ZALESKI**, Halina.

Excused:

CASHMAN, Kimo; **CHANDRA**, Nandini; **FEURSTEIN**, Anna; **HARTMANN**, Nathan; **IRVIN**, Vanessa; **NG-OSORIO**, Jackie; **LENZ**, Cory; **OPPEGAARD**, Brett; **SANDERS**, David; **SORENSEN**, Christine; **USPAL**, William; **UYEHARA**, Lisa; **YAGI**, Seanyelle; and **YUAN**, Sarah.

Absent: NONE.

Guests: **FUJIKAWA**, Lisa; **JOHNSON**, Shannon; **KRAFT-TERRY**, Stephanie; **LI**, Landon; and **PEARSON**, Wendy.

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1. CALL TO ORDER: The meeting was called to order by Chair T. Conway at 3:02 p.m. The first order of business was to recognize the past SEC officers and outgoing senators. Chair Conway reminded the Senators that when speaking to raise their clicker and state one's name.

2. MINUTES:

- May 8, 2019 Senate (*DRAFT*) Minutes [[DOC](#)]
Hearing no objections, approved by acclamation with 4 abstentions.
- August 21, 2019 Senate (*DRAFT*) Minutes [[DOC](#)]
Hearing no objections, approved by acclamation with 4 abstentions.

3. CHAIR'S REPORT

- Welcome and update by Chair T. Conway - explained why the MFS had a special meeting in August 2019.
- Robert's Rules of Order Newly Revised, 11th Edition [[PPT](#)] - Presentation by SEC member Truc Nguyen.

Senator Nguyen said she was a former registered Parliamentarian but currently is not registered. Thus, her present role is to serve as an advisor on Parliamentary procedures to this body.

Nguyen's discussion focused on five areas: 1) what needs to happen for a discussion to occur; 2) what needs to happen to end the discussion and call for a vote; 3) to postpone a motion until a defined time; 4) to postpone the motion indefinitely; and, 5) to lay a motion on the table.

Postponing a Motion

-A **motion** must be made, seconded, before the discussion can start.

- To carry, it must be a MAJORITY vote.

- To stop **debate/discussion**, a motion must be made by "calling a question", which must be seconded. Then a vote is taken.

- For a **debate/discussion** to stop, you must have a TWO-THIRDS vote.

-To postpone a motion to a specific time or condition in the current meeting, you need a TWO-THIRDS vote.

-To postpone a motion until a later time, a MAJORITY vote is needed.



-To postpone a motion indefinitely, a MAJORITY vote is required.

Tabling a Motion

For a motion to be considered for tabling, it must have a MAJORITY vote. To table a motion means that it is either tabled to later in the same meeting or the NEXT business meeting. If it must go beyond one business meeting, it must be REFERRED TO A COMMITTEE. A motion from May cannot continue to the next business year and the motion will therefore die.

Chair Conway thanked Senator Nguyen for her presentation.

4. BUSINESS

- **Resolution Supporting Student Consultation During Reorganization** [[DOC](#)]
Recommendation from the Committee on Administration & Budget (CAB)
Presenter: David Chin, CAB Chair
Supporting document: NA

CAB Chair D. Chin read the Resolution to the MFS body. Upon finishing his presentation, Senator D. Chin asked if there were any questions. Seeing that there was no discussion, Senator D. Chin called for a vote. Senator T. Nguyen stated that a motion needed to be made and seconded before the comment. Senator D. Chin said that in the past, a Resolution from a Committee of Senators is assumed to be a motion. Senator T. Nguyen asked if we were making that assumption here? Senator D. Chin said that this had been the practice in the past years. Senator T. Nguyen asked if everyone had the same understanding and the senators agreed by acclamation. Senator D. Chin explained that the committee had voted on this and the assumption is that the majority of the committee supports it, therefore the motion has been made and seconded. Senator T. Nguyen asked that the minutes reflect this discussion.

ASUH President Landon Li expressed his appreciation for this Resolution supporting student consultations. ASUH President Li also noted that Provost Bruno had said the current University policy does not require student consultations but he will not wait for the policy change and include students in the consultations moving forward.

Without seeing further discussion, a vote was taken.

**Mānoa Faculty Senate vote: 47 votes in favor of support; 1 vote against; and 1 abstention.
The resolution was approved.**



- **Resolution Opposing Campus Services Reorganization** [[DOC](#)]

Recommendation from the Committee on Administration & Budget (CAB)

Presenter: David Chin, CAB Chair

Supporting document:

Campus Services Reorganization Checklist [[DOC](#)]

CAB Chair D. Chin presented the Resolution Opposing Campus Services Reorganization. He then opened it up for discussion.

Senator G. Apuzen-Ito (SOEST) asked what were the arguments for the reorganization. Senator D. Chin responded by saying the reasons were far and few between and nothing was identified. CAB spoke to the head of Campus Services, who mentioned that the advantage was they would now be part of the unit that does Planning, and therefore they would be consulted under the reorganization. However, Senator D. Chin noted as part of the reorganization, they would be consulted anyway. So basically, none.

Senator C. Dennison (Library Sciences) asked if there was any indication that this reorganization of campus services would be done for other campuses. Senator D. Chin responded that this applied only to UH-Mānoa.

Senator D. Chin then asked for further discussion.

Senator K. Huffman (LLL) asked who had initiated this reorganization --was it Campus Services or the administration? Senator D. Chin responded that it was the administration, President/CEO David Lassner. Senator K. Huffman asked how many are working at Campus Services? Senator D. Chin said he was unaware of the exact number but they were quite a few of them and they are all non-faculty personnel.

Having no further discussion, Senator D. Chin called for a vote.

**Mānoa Faculty Senate vote: 46 votes in favor of support; 1 vote against; and 2 abstentions.
The resolution was approved.**

Chair T. Conway thanked Senator D. Chin for his presentation.



- **Motion to Establish a General Education (GE) Diversification Board** [[DOC](#)]

Recommendation from the General Education Committee (GEC)

Presenter: Garrett Apuzen-Ito, GEC Chair

General Education Office (GEO) Representative: Director Christine Beaule

Supporting documents:

- *Diversification Board Supporting Documentation.* [[PDF](#)]

GEC Chair G. Apuzen-Ito presented the Motion to establish the Diversification Board and GEO Director Christine Beaule was also at the podium in support of the Resolution.

Senator G. Apuzen-Ito provided a brief background on this subject. He noted they have Hawaiian or Second Language and the 4 focus areas. The Foundations and the four Focus areas each have faculty Boards that are responsible for reviews of course proposals and transfer credit evaluations. Periodically, hallmarks are evaluated, existing courses are reviewed to ensure that the hallmarks continue to be met and they participate in assessment, which is being improved as he speaks, with a new assessment plan. This will be discussed later.

The current GE program started in 2001 with the leadership of the Mānoa Writing Program and MFS. The Diversification area is the one area that does not have a Board. Initially, the Diversification designations were signed off by the Mānoa Writing Program staff based on the course catalog content. Since then, a sub-committee of the GE committee has been fulfilling the responsibilities. Currently, there are over 3000 Diversification courses and they were formally approved in 2001 and these require periodic review. Seven (7) Diversifications make up 19-31 credits of the GE core, which is a substantial part of the GE core. Just in the last four years or so, the number of course evaluations and transfer credit evaluations that the GE sub-committee reviews exceed those of all the other boards, except for Writing Intensive. So all the other boards have seen fewer evaluations. Given the quantity of proposals and courses and the variety of expertise that is demanded for review of the diversification, Senator G. Apuzen-Ito noted a board with the specialized expertise that is currently not met by the GE sub-committee is needed.

In summary of the key points, the GEC proposes a new Diversification Board to be created with five voting members, standing members from the disciplines: 1) Biological and Physical Sciences; 2) Social Sciences; 3) Arts, Humanities, and Literature; and then 4) Academic Advising. He refers to the supporting documents that provide additional information.

Senator J. Foster (SOEST), former Chair of CFS expressed concerns about additional faculty workload on MFS committees and whether this was sustainable given that the workload of the GEC is high.



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Senator Christine Beaulé, who was present as GEO Director at the podium, stated that she is the CFS Chair this year and the CFS has made a lot of progress this year, solidifying agreements whereby the GEC, GEO, and Boards are all about to recruit participants. She noted that when they are allowed to do so, they don't have a problem filling the spots. Interest in GenEd and participating on the Boards and getting an inside look at it is pretty widely shared among the faculty. The current Diversification sub-committee is only staffed by a single member of the GEC, even though it is supposed to be a GEC sub-committee and that is because the workload on top of everything else the GEC is doing is simply too great. They have managed to staff an ad hoc Diversification sub-committee with non-GEC members for several years running; giving the GEC a formal board will provide the opportunity to formally recognize this service and to provide formal appointment letters to members for inclusion in formal tenure and promotion dossiers, as an example. Senator C. Beaulé noted they already have a Diversification sub-committee that includes non-GEC members that are running and doing this work.

Senator D. Chin (CNS) asked how many proposals are received on average per year in Diversification?

Senator G. Apuzen-Ito (SOEST) said on average they received 136 diversification and transfer credit proposals in the last four (4) years.

Senator J. Foster (SOEST) wanted to verify that they already have a pool of candidates that are available so the role of the CFS would be simply to approve these candidates. Senator C. Beaulé responded in the affirmative.

Senator C. Stephenson (CSS), an SEC member and SEC Liaison to GEC, explained that she served on the GEC committee back in the time of the review of all the Diversification courses that were referred to there, in the 2006-2008 time period. Only three members were on that committee at that time plus one helpful and excellent staff member. They had no problem, whatsoever, covering all of that work and they were not covering just the new proposals. Transfer credits proposals were, however, not done back then. She wanted to understand why the GEC or the Diversification group is doing transfer proposals when normally transfer things are the problems of the advisors and thought this information would be helpful. She noted that they did not find any problem whatsoever in covering the workload and they were also serving on the GEC. On this resolution and the next, she expressed her concerns and those of other Senators and previous SEC members, that these two Resolutions are related to the workload of the GEC and GEO. In many ways, the request to offload the workload from the GEC by having more and more people involved, is so they have less and less work. Diversification is a very simple thing and as correctly reflected in the Motion, original designations were determined by looking at the catalog descriptions and saying is this course in "Social Sciences" really a Social Sciences course or is this course in "Biology", a biological sciences course and so on. Adding the hallmarks made it a lot more

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complex than it needs to be. The purpose of Diversification is to get students to venture outside their home territory, outside their major, outside their base of knowledge. So reducing the complexity of this would be a far better way than creating yet another Board for the CFS to work with, even if the GEO and its head happens to be, now the head of the CFS, to be identifying people. Senator C. Stephenson also noted that the external review that is referred to in these resolutions recommended that the number of boards be reduced and consolidated. This is an example that is exactly the reverse of that and making it more complex is unnecessary so she recommended that the Diversification Board not be created.

Senator G. Apuzen-Ito responded. He stated that Senator C. Stephenson was correct in that the external review did recommend consolidating but the self-study recommended that this Board be created. The self-study team involved 8 individuals that were involved with GenEd from the very beginning. The other issue is why the transfer credit evaluations are being done by the GEC and he referred the question of why transfer credit proposals are being handled by the GEC and why we need the expertise of a board to evaluate seven Diversification arms to Senator C. Beale.

Senator C. Beale responded in her capacity as GEO Director. She stated that the majority of the work of the GEC subcommittees involved reviewing transfer credit evaluations for those transferring to UHM from other institutions. Some of the requests are directed by the Admissions Office to the departments to determine if they are equivalent courses. If for example, a course from an institution outside of UHM is determined to be equivalent to one of the department's courses, they are given credit for that course equivalent. If there is no specific course-to-course transfer equivalency, it is forwarded to the GEO office for consideration, usually either for a Diversifications or Foundations designation, that is Quantitative Reasoning, Foundations Written Communication, or Global and Multicultural Perspectives. Those transfer credit evaluation requests are then considered by the Boards. So the majority of the Foundations Board's work actually consists not in evaluating proposals for new or renewed Foundations designations on existing courses in the curriculum, but rather individual student proposals or applications for transfer credits. The hallmarks for Diversification are already part of the hallmarks for Diversification and those are what are used by the Diversification sub-committee to determine whether or not external transferred courses will be given credit for a particular Diversification designation. According to Senator C. Beale, this is work that is ongoing by these Boards, it is work that is going to get done whether this Motion passes or not and it is work that will continue to be done at least for the foreseeable future by the same group of people who are again, not getting credit for the work. She said that this is not an attempt to offload work, but it is an attempt to recognize, formally, work that is currently being done by a Board without a formal Board title. It is true that the external review team recommended reducing the number of Boards, in fact eliminating the Boards altogether as part of a wholesale reorganization of the governance of General Education at UH-Mānoa, greatly reducing the number of faculty representatives serving on the GenEd Committee to one representative from each of the 17 schools and colleges and making the GEO Director, the ex-officio Chair of the GEC. Then the



much-expanded 17-member GEC would be divided into subgroups, which would function as the Boards to evaluate course-based GenEd designations. So all of this was a package. The ‘governance’ recommendations were rejected for a variety of reasons and C. Beaulieu said that is absolutely fine. However, to reference a group of recommended changes and only reference one piece of that, to Beaulieu, was unfairly taking it out of context. She further noted that if we are going to stick with the current GEC and with its current size and composition, and with the current Boards, then that means a Diversification designation subcommittee or Board, call it what you will, is going to continue to do that work, whether we formally recognize them or not.

Senator M. Cooney (SOEST) stated he too served on the GEC Board for a couple of years. He expressed two concerns. The first concern is when the GEC offers all this work to the Boards, they are no longer connected with any of the views of what is going to be a course that satisfies the GenEd course requirements, which in his opinion is not good. The second concern is that of workload--the first year the GEC Board did not do much work and met once every two weeks for one hour, whereas the second year, they met every week for two hours. In the absence of things to do such as review courses, he found the Committee spent a lot of time spinning its wheels to figure out what its new functions will be and the new functions had nothing to do with what the SEC wanted. Cooney said he is still confused as to who is deciding what the GEC is now going to do and what it’s going to become when the original purpose of GEC was to approve and review courses for GenEd. For those reasons, he recommends voting against this Motion as he believes the GEC should not be removed from reviewing and approving GenEd courses and clarification is needed as to what GEC will do in the absence of this workload. He said that last year when he was on the GEC, it was a mess.

Senator J. Higa called the question. This was seconded by Senator C. Miyamoto and a vote was taken.

Mānoa Faculty Senate vote --31 votes in favor of support, 14 against and 4 abstentions. Due to the absence of a 2/3 vote requirement for a discussion to end, the Motion did not carry and discussions were continued.

Senator G. Apuzen-Ito responded to Senator M. Cooney. Apuzen-Ito thought Cooney had suggested that in the past all the evaluations and approval and assessments for the designations were done by the GEC but he said that is not correct. He noted that the Foundation and Focus Boards were around for a long time, since the beginning, and that it is a bit asymmetrical that Diversification, which comprises half the core curriculum, does not have its own Board. He also refuted the reference to GEC being ‘unproductive’ and to the use of the term ‘spinning wheels’. He explained that there were a variety of reasons why this happened and why things they had hoped to get done didn’t. Senator G. Apuzen-Ito was concerned that this was said in the presence of new GEC members, and he hopes that the new GEC



will have faith that what was expressed about last year is not how we should evaluate the GenEd program moving forward.

Senator J. Griswold (SOEST) said when she first served on the Diversification sub-committee with other scientists a couple of years ago, it was difficult to distinguish what courses were for social sciences or humanities designations, as an example, even though they followed the hallmarks. They felt they were not being of service to the students because they did not have the background or expertise to review them and choose the designations accurately. If the Board was created so faculty in the specializations are represented appropriately, then students will receive the transfer credits that they deserve rather than the committee deciding ‘they think that’s what it is’ because it sounds like social sciences to me. Things were done pretty much that way back then. Sometimes it was obvious and other times it was not. If we had more expertise that was specific, it would also have been more efficient and faster. Having worked on the issues for hours, it is something that deserves expertise versus just guesses, for the student’s sake.

Senator C. Stephenson asked for clarification on the question she asked earlier of why this proposed Board would be doing transfer students....it seems to her that this could be done very easily by advisors and the other Boards are not evaluating transfer students. The second question is that in GEO Director Beaulé’s response that she identified that the GEC just appointed a sub-committee to do Diversification. That was done at the last meeting and two members were appointed. If they are already appointed to the sub-committee, it is not clear to her why this Board is needed. The third question refers to what Senator G. Apuzen-Ito said to Senator M. Cooney. Senator C. Stephenson noted that she took over as liaison to the GEC because the previous SEC liaison resigned in disgust because of the GEC operations meeting every week and spinning their wheels. So there are a lot of people who have been related to the GEC who can confirm what Senator M. Cooney said. However, she also agrees with Apuzen-Ito that this year’s GEC is doing a much better job and that is important and useful. The GEO has a wonderful staff that does incredible work. But a lot of stuff that is done that is simply unnecessary. Regarding Senator J. Griswold’s comment that needing the expertise in order to know the difference between a biological, physical or social sciences, it seems to Stephenson that it does not take a rocket scientist to know the difference. When Stephenson was on the Diversification subcommittee, they didn’t have problems with that at all. She felt that Senator M. Cooney’s argument of hands-on for GEC, is an important argument. Stephenson hopes that we will not add to either the complexification of diversification or add to the complexification of CFS having to do yet another board when we don’t have enough Senators.

Senator G. Apuzen-Ito said that the Boards have been a long-standing problem but he cannot speak to Transfer Credit Evaluations. GEO Director C. Beaulé noted that it doesn’t matter whether you think the faculty or advisors should be evaluating transfer credits, this is how it is being done at UH-Mānoa.



Having no other hands and a Congress meeting following at 4 pm, Vice-Chair Paul McKimmy called the question to end the discussion. The motion was seconded by Senator J. Potemra.

Mānoa Faculty vote to end discussion: 46 votes in favor of support, 2 against and 0 abstentions. Motion carries.

A vote was then taken on the Motion to Establish a GE Diversification Board:

Mānoa Faculty Senate vote: 29 votes in favor of support; 17 votes against; and 4 abstentions. The Motion was approved.

- **Motion to Assign Focus Designations to Courses Rather than Instructors** [[DOC](#)]

Recommendation from the General Education Committee (GEC)

Presenter: Garrett Apuzen-Ito, GEC Chair

General Education Office Representative: Director Christine Beaule

Supporting documents:

- *Supporting Information on Motion Course Based Focus* [[PDF](#)]

Due to time constraints, with the Congress to begin at 4:00, a motion was made and seconded to move this proposal to the next senate meeting.

6. ADJOURNMENT

Respectfully submitted by Ann Sakaguchi, MFS Secretary

Approved on February 19, 2020.