

Faculty Senate
Executive Committee
Meeting Minutes

Meeting Date: July 26, 2010

Attendance:

| | | | | | | | | | |
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| David Ross (chair) | | Susan Hippensteele | X | David Duffy | X | Chancellor Hinshaw | | Greg Takayama | Others: |
| Martha Crosby | X | Martin Rayner (Chair) | X | Rosanne Harrigan | X | VCGRE Ostrander | X | | |
| Shirley Daniel | X | Halina Zaleski | X | Lilikala K. | X | VCAA Dasenbrock | | | |
| Tom Hilgers | X | | | | | VCSA Hernandez | | | |

| Subject | Discussion | Action/Strategy |
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| Call to order | The meeting called to order in HH 208 at 2 p.m. | |
| Meeting with VCGRE Ostrander | <p>The new UHM catalog has been printed, but has a number of errors. It will be possible to correct these in the online version, but not in the print version. Email notices can be sent out to inform potential users of the errors and corrections.</p> <p>Chair Rayner noted that the SEC would like to start a dialogue on some important issues that need to be addressed. Specifically, ORUs were developed during a period of rapid expansion in student numbers in the 50's through the 70's. Chair Rayner invited VC Ostrander to provide his input on the issue of the need for ORUs and the organizational structure of UHM. The issue of I and R faculty, and tenure and responsibilities arise as well.</p> <p>Ostrander noted that all faculty are to be engaged in scholarship. The faculty need to consider the quality of scholarship. Many universities don't tenure R faculty, while UH does. This can create issues when tenured R faculty lose their funding. Would R faculty then be required to teach? There are both career, financial and perhaps union contract implications. There are sometimes feelings that the job benefits of one versus the other are unfair or discriminatory. The faculty need to have a discussion about this.</p> <p>Some ORUs generate a lot of grant funding, some generate a lot of publications. The issue of designation of centers and institutes also goes along these lines. The VCGRE and SEC agreed that an analysis of the creation and termination of centers should be done.</p> <p>The SEC noted that looking at some of these larger issues points to the need to proceed with our strategic planning process.</p> | |

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| | <p>There is confusion about what is a center vs an institute. VC Ostrander noted that he would like to see more clarification of that. It is his belief that a Center is at a higher level and requires BOR approval. An Institute is at a lower level of authority and does not require BOR approval. A program might be at a lower level. However there was some discussion of a recent system message suggesting that institutes also require BOR approval.</p> <p>The SEC noted that the names used are more related to what is in vogue at the time, or funding agency terminology.</p> <p>Ostrander noted that the UHM tries to coordinate congressional support for new initiatives.</p> <p>All agreed that these issues are important and the SEC will determine next steps to determine these issues, whether it should be done by CAB, a task force or as part of the Strategic planning process.</p> <p>Following up on our last meeting with him, the VCGRE also asked the SEC to continue the dialogue about graduate programs. The faculty has the authority to determine graduate programs, and the administration doesn't really have the power to manage issues relating to grad program. The VCGRE wants to clarify who/how we will monitor the quality of graduate programs. Obviously this will be of equal interest to the VCAA. The SEC inquired about the data requested from all graduate chairs this summer. The VCGRE noted that there was an NRC study that was being updated, and the information gathered for this will be made available to the faculty. The SEC noted that we have program review process is in place, and we don't want to reinvent the wheel. The program review process is cyclical, and we might need more frequent monitoring data and processes, but this reporting should be integrated with the program review process. The VCGRE noted that the NRC is putting the data online this year, and will be increasing the frequency of data collection from 10 years to 2 years. He expressed some frustration that he and his office may be criticized for not ensuring high quality in graduate programs, but they do not have the authority to do so. He also noted that different programs should be evaluated with different metrics. The definition of metrics and criteria should be determined by the faculty. Then the administration can measure and administer the evaluation/data gathering.</p> <p>The VCGRE left the room at 3 p.m.</p> | |
| Gen Ed Office and related matters | <p>The SEC discussed the draft memo requesting consolidation and transfer of general education office/Manoa writing program budget and positions.</p> <p>The change will clarify and institutionalize the budgets and positions for the Gen Ed office and the SEC.</p> | |

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| | <p>Jim Henry has accepted the position of director of the Manoa writing program. He will arrive back on campus on August 16 and can start that position.</p> <p>The candidate that was offered the gen ed program administrator has declined, and there may need to be another call for candidates/volunteers to fill the position. Dr. Hilgers will retire on October 1, thus hiring the replacement soon is very important. The SEC discussed the option of hiring an interim person to help document the duties and procedures of the gen ed office, but who will not be a candidate for the permanent position. Hilgers noted that the position doesn't have much authority and can be frustrating and a lot of work. The SEC discussed various options to move forward.</p> <p>SEC faculty nominees for the various GE Board members were discussed (E, O, W, HAP, GEC, Foundations)</p> | <p>Hippensteele will discuss the process going forward with VCAA Dasenbrock to determine next steps to fill the gap left by Hilgers and find a more permanent person.</p> <p>Lilikala, as the liaison with GEC, will work with Hilgers and Hippensteele to get commitments from the nominees for the GEC committees, etc.</p> |
| Approval of minutes | <p>The minutes of July 19's SEC meeting were approved as corrected.</p> <p>The minutes of July 12's SEC meeting were approved as corrected.</p> | |
| Strategic Planning | <p>Strategic planning workgroup has been meeting and will be meeting for one last time on Friday. A questionnaire instrument has been developed. This Friday the workgroup will finalize a memo of the timeline and resources needed to develop a strategic plan by December. The instrument is designed to gather input from a wide variety of stakeholders, and refers to the WASC plan, the UH System plan and the old UHM plan. After the questionnaire data is gathered it will be discussed in focus groups in a scenario planning format.</p> <p>The SEC expressed concern with coordinating with the UH System plan and coordinating the message to the legislature. The SEC discussed the biennium budget process and desired integration with the strategic plan.</p> | <p>The SEC will meet with Chancellor Hinshaw next Monday to discuss the steps to get the plan to move forward ASAP.</p> |
| Other items that need to be addressed by the senate this coming year. | <p>Evaluation of Administration and Administrators</p> <p>Consolidation of GEO, OFDAS, MAO, etc. (We'll need to set up a working group to address this).</p> <p>Major requirement issue (CAPP)</p> <p>High fail courses (CAPP)</p> <p>Graduate programs – should we set up a new senate committee to address this, or a working group of CAPP and COR, and/or have a meeting with all/some of the graduate chairs? (how to evaluate, GA-ships, etc.)</p> <p>Issue of 9 vs 11 mo and I vs R faculty (CPM should address, COR)</p> <p>FOIA issue (Committee on Athletics)</p> <p>Fiscal officer policy/procedure and training standardization throughout UHM (Also HR and other staff?) (CAB - Cutshaw)</p> | <p>The SEC will submit items for discussion next week to further set the senate agenda and committee charges for next year.</p> |

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| | Possible change in bylaws to deal with Senate absenteeism (CAB) Procedures to deal with centers (CAB, COR) Undergraduate research (COR) | |