

Faculty Senate
Executive Committee
Meeting Minutes

Meeting Date: September 20, 2010

Attendance:

Susan Hippensteele (Chair)	X		Chancellor Hinshaw	Greg Takayama	Others:
Lilikala	X	Martin Rayner	X	VCGRE Ostrander	VCAFO Cutshaw
Kame`eleihiwa					
Shirley Daniel	X	Halina Zaleski	X	VCAA Dasenbrock	
Rosanne Harrigan	X	David Duffy	X	VCSA Hernandez	

Subject	Discussion	Action/Strategy
Call to order	<p>Meeting convened at 3 p.m.</p> <p>The minutes of the Sept 13 meeting were discussed, and approved as revised.</p>	
Chairs Report	<p>Hippensteele provided a brief summary of the BOR meeting. Lassner provided an overview of the operations of ITS. He also described the recent federal grant to connect the libraries and other resources in the state. The UHF presented a list of targeted initiatives they are working on, and clarified that their funding for the CRCH was for programs not buildings.</p> <p>There was no MET meeting.</p> <p>ACCSFC meeting. The issue of faculty involvement in budgeting was discussed. The administration's request for expansion of the nursing programs was apparently not vetted by the nursing faculty. Greenwood defended the fact that broad input was not solicited because of the timing and the poor projections of the Council of Revenues. The SEC feels that this is not valid reasoning, and is too top down. Rather, a broad dialogue and forum for discussion should be held annually. It is important to know what is needed on an ongoing basis and across disciplines. In addition, whether or not the administration decides to solicit input, this information should be conveyed uniformly across all campuses/faculties.</p> <p>Hippensteele also informed the administration that the UHM would like to bring in some special training on budgeting and the administration seems receptive to funding this.</p>	<p>The SEC will invite UHF to speak to us about their initiatives, and such. The SEC will send Lassner some inquiries to obtain answers to.</p> <p>We need to alert Hinshaw's secretary to inform Hippensteele of upcoming MET meetings.</p>

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	<p>The ACCFSC also discussed the proposed academic calendar changes. The proposal would integrate summer budgets/teaching loads into the 9 month academic year. The system might improve graduation rates. Our current summer classes can be too short to get through all the course materials. However, the budgetary implications would be significant. While some departments and colleges use summer funds to make up budget shortfalls, students pay significant fees for summer classes.</p> <p>The SEC discussed our budget and the approval to hire, for one year, an APT to provide administrative support for the Senate.</p>	
Minutes	<p>The SEC discussed completing all the summer meeting minutes. Hippensteele has sent out draft templates for all SEC to review, with the plan to approve next week.</p>	
Changes in committee structures	<p>Standing committees are listed in our bylaws and a bylaw change requires faculty Congress approval. Therefore, a bylaw change to include MAC and a Graduate Programs committee will need to be approved by the Congress, most probably in the spring 2011.</p>	
WASC EER	<p>Approval for the Educational Effectiveness Review.</p>	
Articulation of course content across the system	<p>The UH System has provided resources to support cross- campus groups to facilitate course transfer and articulation within disciplines. For example, the Hawaiian Studies faculty would like to participate in this support funding.</p>	<p>Hippensteele will contact the UH System administration to determine the process required to obtain such support.</p>
Human subjects and IRB	<p>One SEC member note that graduate students may need to develop an academic conduct policy for graduate research and training.</p>	<p>WGGE can consider this.</p>
Meeting with VCAA Dasenbrock	<p>Dasenbrock entered the room at 4 p.m. He proceeded in discussing his proposal about shortening the academic calendar to be more in line with our peer institutions. There are pros and cons to the proposal. He doesn't necessarily believe that the change will increase graduation rates or save energy. He is indifferent about the proposal, and is just seeking faculty input. The SEC noted that we need student input on the proposal to understand how it will affect them.</p> <p>The SEC inquired about an issue that was brought up at ACCFSC regarding who at UHM was in charge of distance education. Dasenbrock noted that there was not a comprehensive plan or responsibility for this. Chismar is soon taking over as Interim Dean of Outreach college, and the VCAA is hopeful that some of these issues will be addressed in the future.</p> <p>The SEC inquired about the status of international programs, and the report of the</p>	

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	<p>special task force headed by Avi Soifer. VCAA Dasenbrock noted that this report will be presented to the deans this month. The SEC noted that the current strategic planning process should address a longer term look at the issue of the role and importance of international programs. Dasenbrock also mentioned that the UHF has been looking for a more innovative approach to raising funds for international programs. After some discussion, Dasenbrock noted that he was going to ask Ned Shultz to convene a group similar to the prior MIEC. The question of whether to have faculty senate representation on the committee or whether let the administration appoint the members and then move proposals through our committees was discussed.</p> <p>The VCAA brought up the issue of control over classrooms. The VCAA has proposed that all general purpose classrooms be controlled centrally, and certain colleges can have priority, but if a room is not used, then it is available to other departments who need it. The question of who is responsible to monitor the condition of general purpose classrooms was discussed. One point of view is that a central budget might be available to maintain and improve these classrooms. Another point of view is that monitoring by people closer to a room might result in a better outcome.</p> <p>Jerry Meredith, the director of OFDAS is retiring. The UHM will need to make do until the end of the fiscal year, but for future years there might be an opportunity to combine some functions in Assessment, GenEd and OFDAS positions. The Senate is receptive to these ideas. The SEC noted that a working group composed of members of MAC, GEC and OFDAS is currently looking at this issue. The reporting relationships of the various people and the organizational structure (within the VCAA?) are also issues.</p> <p>The VCAA inquired about next steps for the Obama Library proposal. The SEC noted that we intend to draft a resolution for our next Senate meeting.</p> <p>Dasenbrock brought up the issue of the draft WASC update report. He encouraged faculty and SEC input on this report. He would like to be able to claim SEC endorsement of the proposal.</p> <p>Hippensteele noted that the preliminary results of the survey indicated that faculty have provided some input on how we are making progress on the WASC proposal. After a discussion we agreed that strategic planning and WASC EER are complementary and the VCAA seemed less concerned about conflicting results or a diversion away from the WASC review to fulfill the strategic plan.</p> <p>The group discussed the articulation of content and transfer by discipline as discussed in the ACCFSC. Now that the MOA between the campuses has been agreed to, we need to state the policy and process whereby we will operationalize</p>	<p>The SEC will consider and get back to Dasenbrock about our wish for input on this.</p> <p>When the revised proposal comes back, it will be referred to CAB.</p>

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	the MOA to accomplish articulation at the disciplinary level. The goal of the process will be that GenEd Core courses will have common numbering and content across all campuses. The process has to be agreed to by all the campuses, and UHM may take the lead, but the effort must be bottom up and faculty driven.	
Committee reports	MAC is bringing forth a proposed statement on program assessment, including not using course assessment to evaluate faculty. This issue will be brought up in October. SLOs may be brought up in Nov or later.	
Possible Senate Admin retreat	The SEC discussed whether we need a meeting or retreat with the administration. One POV was that our focus must be on the WASC and Strategic Plan for now, and perhaps completing the PBRC review process. Perhaps a December meeting would be logical. Issues revolving around UHWO for example might need to be discussed. Many faculty do not understand the link between budget and enrollment. In addition a new performance driven budget formula might influence enrollment decisions. There are federal and private funds for student aid that are available and not utilized/awarded, and we need to address this issue.	A December meeting will be planned.
Student Conduct Code	The Administration is supposed to work with CAPP and CSA on this issue that is a holdover from last spring.	CAPP and CSA will consider this.
Minutes and housekeeping	<p>It was agreed that the SEC minutes will be forwarded by S Daniel to Carol K.</p> <p>The Senate minutes will be sent to Carol K by Rosanne Harrigan.</p> <p>The website should be updated and current. Each committee chair should send their minutes to Carol K for posting. Committees who want links and surveys on the Senate website should work through their SEC liaison to accomplish this.</p>	
Curriculum review	A memo has been provided on this proposal. The issue will be considered by CAPP	CAPP will consider.
School of Global Health	Hippensteele had a conversation about this issue with Jay Maddock. There is a PPT presentation on the issue, but Maddock indicated that this is a 3 to 5 year goal, and nothing immediate. No action is needed at this time.	
	Meeting was adjourned at 5:40 p.m.	