

MĀNOA FACULTY SENATE MEETING MINUTES

April 20, 2011

Art Auditorium; 3:00 – 5:00 pm

MEETING AGENDA

I. Call to Order

II. Approval of [March 16, 2011 Minutes](#)

III. Chair's Report (WASC; Strategic Plan; Legislature)

IV. New Business

1. SEC

- Motion to Approve Recommendation to Identify a Strategic Plan Coordinator and Appoint a Strategic Plan Committee **[Approved: unanimous]**
- Motion to Condemn the Process for Migration to G-mail **[Approved: 35 in support; 9 opposed; 4 abstentions]**

2. CAB

- Resolution to Endorse Proposed Reorganization of the College of Natural Sciences **[Approved: 4 abstentions]**

3. CAPP

- Motion to Adopt and Transmit the New Grade Replacement Policy to the Vice Chancellor for Academic Affairs to be Implemented as Mānoa Academic Policy **[Tabled until May 4: 44 in support; 5 opposed; 1 abstention]**
- Resolution to approve Proposal for a Doctoral Degree in Professional Nursing Practice **[Approved: unanimous]**
- Motion on Accept Report on Mid-term Grade Reporting: **[Approved: unanimous]**

4. Working Group on Classroom Use Policy (CAPP/CAB)

- Motion to Accept the March 13, 2011 Joint CAB and CAPP Report and Recommendations on UHM General Classroom Use Policy and Forward the Motion and the Report to the Mānoa Administration and Department Chairs **[Approved: 46 in support; 1 opposed; 3 abstentions]**

5. Working Group on Graduate Education (WGGE)

- Resolution to Approve the formation of CoRGE **[Tabled indefinitely: 39 in support; 8 opposed; 0 abstentions]**

6. Working Group on High-Fail Courses (GEC/CAPP/MAC)

- Motion to Approve Summary Report and Recommendations of the Working Group on High Fail Courses **[Approved: unanimous]**

7. COA

- Resolution to Endorse Recommendations of the Knight Commission Report **[Approved: unanimous]**

8. COR

- Motion to Revise Faculty Classifications **[No vote – information item only]**

V. Adjournment

ATTENDANCE

PRESENT: (62)

Chizuko Allen, Garrett Apuzen-Ito, Edoardo Biagioni, Ronald Bontekoe, Paul Brandon, Marguerite Butler, James Cartwright, John Casken, Williamson Chang, Beei-Huan Chao, William Chapman, Donna Ching, Robert Cooney, Michael Cooney, Robert Cowie, Shirley Daniel, David Duffy, Ariana Eichelberger, Ernestine Enomoto, David Ericson, Elizabeth Fisher, Sheri Fong, Brien Hallett, Timothy Halliday, Jay Hartwell, Cynthia Hew, Susan Hippensteele, Ellen Hoffman, Joseph Jarrett, Daniel Jenkins, Anne Leake, Chin Lee, Mark Levin, Barry Lienert, John Madey, Bonnyjean Manini, Jonathan Matsuda, Paul Mitri, Richard Nettell, Thanh Truc Nguyen, Torben Nielsen, Lawrence Nitz, Katrina-Ann Oliveira, Ian Pagano, Julia Patriarche, Vaughan Phillips, Hamid Pourjalali, Sarita Rai, Martin Rayner, Robert Richmond, Stacey Roberts, Todd Sammons, David Sanders, Lilia Santiago, Bruce Shiramizu, Janice Shoultz, Nicolaos Synodinos, Cynthia Ward, Hsing Wen, Kelley Withy, Halina Zaleski, Pavel Zinin

ABSENT: (28)

EXCUSED: (16)

James Caron, Richard Chadwick, Meda Chesney-Lind, Jonathan Deenik, Michael Demattos, Patricia Donegan, Rosanne Harrigan, Kim Holland, Lilikala Kameeleihiwa, Carol Kellett, Kenneth Kipnis, John Mahoney, Jennifer Matsuda, Magi Sarvimaki, Victor Stenger, Douglas Vincent

UNEXCUSED: (11)

Stewart Curry, Guliz Erdem, Thomas Gallacher, David Garmire, Dongmei Li, Crystal Mills, Robert Paull, Weilin Qu, Raul Rudoy, Kaimi Sinclair, James Yates

GUESTS: (9)

Mari Fujimoto, David Ross, Sheila Conant, Maureen Shannon, Michiko Bigus, Joyce Najita, Ruth Bingham, Teresa Bill, Reed Dasenbrock

I. CALL TO ORDER

The meeting was called to order at 3:15 by Chair Hippensteele.

II. APPROVAL OF [MARCH 16, 2011 MINUTES](#)

The Faculty Senate minutes of March 16, 2011, were approved with two corrections: the spelling of “Matt McGranahan” and marking Senator Madey as present.

III. CHAIR’S REPORT

1. WASC

Hippensteele reported that the WASC visit was successful and that the team was particularly impressed with the Strategic Plan. They noted that the model for budget input and accountability and transparency in the strategic plan, if implemented, may be used as a national model. Following communication with administration, WASC will complete their report - hopefully before the end of the semester.

2. Strategic Plan

The Senate has endorsed the Strategic Plan, which includes a process flow chart. Work that remains to be done includes development of reporting templates to collect data relative to the benchmarks. VCAFO Kathy Cutshaw will see how much data can be administratively compiled; the rest will have to come from the departments, especially qualitative data such as community engagement activities.

3. Legislature

Legislative updates are received from the Government Relations Officer. Conference committees are meeting this week, and we can expect system-wide cuts. We need to be prepared to respond.

Q: Senator: Should we organize a letter-writing or other advocacy program?

A: Chair: This has already been done and many faculty members have submitted testimony.

Senator: Support from stakeholders should be solicited because it will have more impact than testimony from faculty.

IV. NEW BUSINESS

1. **SEC: Motion to Approve Recommendation to Identify a Strategic Plan Coordinator and Appoint a Strategic Plan Committee**

Susan Hippensteele, Chair of the SEC, presented this motion.

A motion to approve the appointment of a strategic planning budget committee to implement the strategic plan was approved unanimously.

Motion approved unanimously.

<p style="text-align: center;"><u>Motion to Approve Recommendation to Identify a Strategic Plan Coordinator and Appoint a Strategic Plan Committee</u></p>

Recommendation to Identify a Strategic Plan Coordinator and Appoint a Strategic Plan Committee:

The Manoa Faculty Senate voted overwhelmingly to endorse the 2011-2015 Strategic Plan at the March 2011 Senate meeting and asks the Chancellor to identify a Strategic Plan Coordinator and appoint the Strategic Planning Committee, consistent with the process outlined in the Implementation section of the Plan, on or before April 29, 2011 to ensure that implementation of said Plan proceeds in a timely manner.

2. **SEC: Motion to Condemn the Process for Migration to G-Mail**

[G-mail Report](#) [David Ross - 4/17/2011]

[G-mail Proposal](#)

[G-mail Contract](#)

[G-mail Frequently Asked Questions](#)

Susan Hippensteele, Chair of the SEC, presented this motion.

There was a discussion concerning the extent of faculty consultation required for administrative decisions.

Q: Senator: Is this type of consultation required for the purchase of equipment?

A: Chair: This is more than a technical decision, but one that can affect faculty work.

Q: Senator: What are the guidelines as to when faculty should be consulted?

A: Chair: There should be consultation when changes affect faculty work. Lack of consultation regarding facility changes has led to problems in the past because contractors were not aware of the criteria that had to be met for faculty work.

Another faculty member noted that other Universities have had discussions and moved students to G-mail - but not faculty. Another faculty member noted that other facilities related decisions made without faculty consultation (e.g. air conditioning) have impacted faculty negatively.

The motion was approved with 35 votes in support, 9 in opposition, and 4 abstentions.

Motion approved: 35 in support; 9 opposed; 4 abstentions.

Motion to Condemn the Process for Migration to G-Mail

The Manoa Faculty Senate determined that a vote to endorse/not endorse UH migration to Gmail is moot since the decision to migrate was made before meaningful consultation occurred, the MFS objects to the UH administrative decision making that does not properly comport with standard practice for consultation with faculty.

3. CAB: Resolution to Endorse Proposed Reorganization of the College of Natural Sciences

[Reorganization Checklist](#)

[Reorganization Proposal](#)

David Ericson, Chair of CAB, presented the resolution.

Kipnis noted that there were a number of merger discussions that took place prior to settling this resolution. Some other programs were invited to merge, but decided not too (microbiology and botany). The 3 departments in the motion did agree to merge. There seems to be no objections within the departments involved. The Department of Natural Sciences supports the merger.

Q: Senator: Why did Botany choose not to merge?

A: Senate representative for Biology: The Senate representative for Biology noted that his department and Zoology have no objections, and felt that the students (over 400 undergraduates) would be better served if the departments were to maintain their existing traditions and majors. There is no ill will toward the merging departments, and they will continue to cooperate on programs.

Q: Senator: Why is there no MS in Biology listed in the resolution?

A: Chair of Natural Sciences: The Proposal is to maintain previous degrees so the MS in Biology should have been included in the resolution. The Zoology and Biology degrees will remain as currently offered. Changes in degrees may occur after further discussion is held, but not at this time.

The resolution was amended to remove the list of degrees, and passed unanimously with 4 abstentions.

Resolution approved unanimously; 4 abstentions.

**RESOLUTION TO REORGANIZE THE DEPARTMENTS OF BIOLOGY AND ZOOLOGY AND THE MARINE
OPTION PROGRAM IN THE COLLEGE OF NATURAL SCIENCES AND MERGE THEM INTO A NEW
DEPARTMENT OF BIOLOGY**

WHEREAS,

The College of Natural Sciences proposes to merge the Departments of Biology and Zoology and the Marine Option Program into a new Department of Biology under the supervision of the Chair of the Department of Biology, AND

WHEREAS,

The stated benefits of such a merger lie in the streamlining and more complete integration of the biological sciences curriculum and better support for 1,140 undergraduate majors and 110 graduate students, AND

WHEREAS,

Such an integration of the biological sciences curriculum also accords with intellectual movements in biology stressing the greater integration of zoology with biology proper, AND

WHEREAS,

The former biology program was initially administered by a cooperative arrangement among the Departments of Zoology, Botany, and Microbiology and became the Department of Biology in name only, while lacking sufficient faculty and staff to independently support the undergraduate majors and graduate students, AND

WHEREAS,

The Chair of the Department of Zoology was also named the Chair of the Department of Biology in 2008, while merger discussions occurred among faculty and staff of the Departments of Zoology, Biology, Microbiology, and Botany and the Marine Option Program to form a totally complete department of biological sciences, AND

WHEREAS,

The faculty and staff of the Departments of Microbiology and Botany subsequently decided on their own accord to remain independent departments, AND

WHEREAS,

Even without the faculty and staff of the Departments of Microbiology and Botany, the merger of the Departments of Biology and Zoology and the Marine Option Program would bring into the new Department of Biology eighteen (18) faculty, twelve (12) graduate assistants, and five (5) staff members, thus creating a critical mass to help serve and support, along with other contributing departments, all of the new department's students, AND

WHEREAS,

The faculty and staff of the Departments of Biology, Zoology, and the Marine Option Program submitted to the Dean of the College of Natural Sciences on 20 January 2009 a proposal to merge the three entities into a new Department of Biology to bring about the benefits of such a merger, AND

WHEREAS,

There are anticipated cost savings in such a merger and no losses of current personnel with no additional funding needed at this time such that the reorganization will be resource neutral, AND

WHEREAS,

The current Department of Zoology and Biology students will be allowed to graduate with degrees currently offered, AND

WHEREAS,

The faculty of the College of Natural Sciences and the Colleges of the Arts and Sciences Executive Committee have been consulted and no major objections to the merger have been declared, AND

WHEREAS,

The administration should take great care to consult with the appropriate undergraduate and graduate student organizations representing the large number of students who will be affected by this reorganization, AND

THEREFORE,

BE IT RESOLVED that the MFS endorses the proposed merger among the Departments of Biology and Zoology and the Marine Option Program into a new Department of Biology under the supervision of the Chair of the Department of Biology.

4. CAPP: Motion to Adopt and Transmit the New Grade Replacement Policy to the Vice Chancellor for Academic Affairs to be Implemented as Manoa Academic Policy

[Repeated Courses Data](#)

[Memo to Chair Hippenstele](#) [4/11/11]

[Report on Repeated Course Grading Option and Formulation of a New Policy on Grade Replacement](#) [4/10/11]

[Sample of Student Transcripts](#)

Sarita Rai, Chair of CAPP, presented this motion.

Rai explained that students must choose whether they plan to use grade replacement at registration. Only the higher grade will count.

Q: Council of Academic Advisors: A member of the Student Services Council of Advisors spoke to inform the Senate about their members' reaction to the motion. The Council of Academic Advisors is opposed to the motion, and is in the process of collecting concerns. They are requesting more time to submit a formal response.

A: Chair of CAPP: CAPP had consulted with the Council of Advisors. The motion establishes policy and does not address implementation.

Council of Academic Advisors: The Council had reviewed a previous policy on retaking courses, not the policy of grade replacement.

Member of CAPP: The replacement policy was posted several weeks ago, and that the Council should have had time to review it.

Q: Senator: Will this policy reduce the total number of credits required for graduation?

A: Member of CAPP: There is no decrease in the number of credits required. The course will count once.

Q: VCAA Dasenbrock: VCAA noted that he does not concur with the policy and encouraged the senate to postpone action. He was concerned about the impact on the UHM graduation rate statistics.

A: Chair: CAPP has provided data on repeat courses, and is concerned that postponing a decision until the new Senate convenes could delay a decision.

Q: Senator: What is the problem being solved by this policy, and what data suggests this solution will work?

Senator: A senator teaches a large class where students often repeat courses and spoke in opposition to the policy. He noted that the replacement policy discourages students from taking the course seriously when they know they can retake the course and have the grade replaced with no penalty. He also noted that it would have a very small impact on the students' GPA.

Q: Senator: Can the matter be discussed by the appropriate groups in time for the May 4 Senate meeting?

A: Council of Academic Advisors: The Council can provide full comments in a week, but has a preliminary list now.

Q: Chair: The Member from the Council of Advisors was asked to enumerate their concerns briefly.

A: Council of Academic Advisors: The Council's concerns include (1) increased enrollment in high-demand courses by encouraging students with a C or better to repeat courses to improve their GPA; (2) lower graduation rates; (3) technical problems with the order in which course grades are replaced, when only 3 are allowed, and other technical implementation concerns; (4) increased faculty workload by requiring faculty to approve repeat students; (5) grade inflation; (6) unfair competition in the class; (7) sending erroneous signals to employers and graduate programs about the quality of our students by virtue of GPA calculations; (8) leading students to not take the first attempt at a course seriously; and (9) failure to effectively address drop-out students because data collected suggests that low grades are a not a main driver.

Q: Senator: Where did this charge come from?

A: VCAA: The VCAA noted that the committee on enrollment planning brought up the issue of repeated courses, but this proposal is quite different than what was brought to CAPP.

Given the number of important issues that seem to be of concern, a motion to table the motion until the May 4 Senate meeting passed with 44 voted in support, 5 in opposition, and 1 abstention.

Motion to table until the May 4 Senate meeting passed: 44 in support; 5 opposed; 1 abstention.

Motion to Adopt and Transmit the New Grade Replacement Policy to the Vice Chancellor for Academic Affairs to be Implemented as Manoa Academic Policy

The Mānoa Faculty Senate adopts the new Grade Replacement Policy stated below to be effective Fall 2011 and asks that the Vice Chancellor for Academic Affairs to facilitate the implementation of the new policy.

Grade Replacement Policy

University of Hawai'i Mānoa Undergraduate students may repeat up to three (3) Mānoa courses for grade replacement. Both grades will be reflected on the transcript. However, only the higher of the two grades will be used in the calculation of the cumulative grade point average. Degree credit for any repeated course is given only once.

Policy Details

1. This policy applies to courses first taken in the Fall of 2011 and beyond at University of Hawai'i Mānoa.
2. All courses taken for A, B, C, D, F, including plus and minus grades may be repeated for grade replacement under this policy.
3. Students re-taking a class under the Grade Replacement Policy must take it for a letter grade: grades cannot be replaced by NC or W.
4. All grades for courses repeated beyond the three (3) allowed under the Grade Replacement Policy will be calculated in the cumulative grade point average.
5. Replaced grade(s) will not affect academic actions already recorded on the transcript such as probation, suspension, eligibility for financial aid, scholarships, deans' lists, honors status, and graduation with high academic achievements.
6. Students must indicate at the time of registration that they are choosing to exercise a Grade Replacement option.

5. CAPP: Resolution to Approve Proposal for a Doctoral Degree in Professional Nursing Practice (DNP)

[DNP Review questions from CAPP meeting \[3/9/2011\]](#)

[DNP Final Proposal \[3/4-3/11/2011\]](#)

[DNP Proposal Appendix](#)

[DNP Final Timeline](#)

Sarita Rai, Chair of CAPP, presented this resolution.

The Chair of CAPP introduced a resolution to approve a doctoral degree in Nursing. She noted that a report on the issue had been posted on the senate website. The motion passed unanimously.

Motion approved unanimously.

Resolution to Approve Proposal for a Doctoral Degree in Professional Nursing Practice (DNP)

WHEREAS the National trend in clinical health professions is to attain the Practice Doctorate to complete their academic education; AND

WHEREAS in February 2010 the American Association of College Nursing (AACN) national survey reported that there are 120 DNP programs with an additional 161 programs in the planning stage; AND

WHEREAS the School of Nursing and Dental Hygiene, Department of Nursing, offers Master of Science and post Master's certificate with nursing specialization in a variety of areas; and a PhD in nursing; AND

WHEREAS the Master of Science in Nursing Degree prepares students for advanced practice roles with specialization including nurse practitioner, psychiatric-mental health nursing, adult health, community/public health, nursing education, nursing administration, and nursing administration/MBA; AND

WHEREAS the PhD in Nursing prepares scholars capable of conducting culturally appropriate clinical scholarship and teaching in nursing education programs; AND

WHEREAS the proposed Doctorate in Nursing Practice (DNP) is a terminal degree which includes course work, clinical work and a capstone project; AND

WHEREAS the American Association of Colleges of Nursing provides the guidelines for the DNP curriculum; AND

WHEREAS the new DNP will complement the PhD program by providing those students who have no interest in careers as researchers and teachers an option of another advanced degree; AND

WHEREAS graduates of DNP will be prepared to integrate nursing science knowledge to face challenges of the 21st century and to work effectively by demonstrating leadership, delivery of safe health care systems, managing personnel, technological reforms, data driven decision making, working with diverse population, maintaining public relations, collaborating with interdisciplinary professionals; AND

THEREFORE BE IT RESOLVED

The Manoa Faculty Senate approves the Doctoral Degree in Nursing Practice.

6. CAPP: Motion to Accept Report on Mid-Term Grade Reporting

[Final Report on Mid-term Grade Reporting \[4/12/2011\]](#)

[Memorandum: VCAA Reed Dasenbrock to Senate Chair Susan Hippensteele \[1/20/2011\]](#)

Sarita Rai, Chair of CAPP, presented this motion.

The Chair of CAPP presented a report of their discussion on midterm grade reports on Banner. CAPP recommends that no midterm grade reporting be made on Banner.

One senator noted that many students requiring mid-term assistance in large classes don't know where to go for help. In large classes a way of identifying and contacting these students would be helpful. Laulima has the capability, but advisors do not have access to Laulima.

A friendly amendment to the report to not recommend "mandatory" reporting of midterm grades was accepted, and the motion, as amended, passed unanimously.

Motion approved unanimously.

Motion to Accept Report on Mid-Term Grade Reporting

While tracking underperforming undergraduate students is worthwhile, the Manoa Faculty Senate does not support mandatory mid-term grade reporting as the appropriate solution.

7. Working Group on Classroom Use Policy: Motion to Accept the March 13, 2011 Joint CAB and CAPP report on Recommendations on UHM General Classroom Use Policy and Forward the Motion and the Report to the Manoa Administration and Department Chairs (CAPP) (CAB)

[*Joint CAB and CAPP Report and Recommendations on UHM General Classroom Use Policy*](#) [3/13/2011]

[*VCAA response to CAPP request*](#) [1/4/2011]

[*Classroom Analysis*](#) [12/14/2010]

[*VCAA Draft Classroom Policy*](#) [09/22/2010]

Sarita Rai, Chair of CAPP, and David Ericson, Chair of CAB, presented this motion.

The report acknowledges that there is a shortage of classroom space. They formed a joint task force of impacted departments and staff to gather information and prepare their report. They noted that there are about 150 classes and 60 labs without space. They are recommending a 2-year trial policy under which departments would give up control of their space, and that departments would offer more classes at off-peak times. Some incentives might have to be provided to encourage such off-peak times. After 2 years, the policy would be reviewed.

Q: Senator: The Senator inquired about the appropriateness of the incentives suggested.

A: To avoid inappropriate incentives for teaching at unpopular times, decisions should be made by departments.

Q: Senator: Do we have data on whether off-peak classes are unpopular with students or with faculty?

A: It may be that these times are unpopular with faculty, rather than students. Courses that have been rescheduled to "unpopular times" still get students. While there is some anecdotal evidence from the room scheduler and faculty, as illustrated above, systematic evidence is unavailable. During this 2 year trial period, such data will be gathered and analyzed. Data can be obtained from the enrollment database. Having more choices of times for multi-section courses may reduce time conflicts for students.

The motion was approved with 46 votes in support, 1 in opposition, and 3 abstentions.

Motion approved: 46 in support; 1 opposed; 3 abstentions.

Motion to Accept the March 13, 2011 Joint CAB and CAPP report on Recommendations on UHM General Classroom Use Policy and Forward the Motion and the Report to the Manoa Administration and Department Chairs

Motion to Accept the March 13, 2011 Joint CAB and CAPP Report and Recommendations on UHM General Classroom Use Policy and Forward the Motion and the Report to the Mānoa Administration and Department Chairs

The Mānoa Faculty Senate accepts the March 13, 2011 Joint CAB and CAPP Report and Recommendations on UHM General Classroom Policy for a two-year trial period effective Fall 2011 with the proviso that each department retains at least one conference room or has access to one. At the end of the trial period the administration must return to the Senate and report on the impact of centrally available general use classroom space. If the new trial policy is deemed unworkable it will be rescinded.

The Senate further urges departments to work with the Campus Administration to achieve the five items listed in the recommendation section to ease classroom scheduling difficulties.

8. Working Group on Graduate Education (WGGE)

Chair Hippensteele introduced Ronald Bontekoe, Chair of WGGE, to present this motion.

Q: Senator: Why not have a separate standing committee for graduate education?

A: Chair: Hippensteele noted that the SEC had discussed this option. There was a feeling that if the Senate created another standing committee, there would not be enough senators to staff it. The creation of a new committee results in fewer senators on the other standing committees.

Q: Senator: Can matters - like the previously approved Doctoral Degree in Nursing - be dealt with by this new committee in the future?

A: Graduate degrees would go through CoRGE rather than CAPP. The committee considering graduate degrees should have an understanding of the concerns specific to graduate education, and CAPP may not have graduate chairs as members. There are also a number of policies involving graduate education, such as service on doctoral committees and other such matters that need senate approval.

VCAA: VCAA expressed concern about the fact that his office still needs to be involved in the approval of graduate degrees, and hopes that CAPP will still be involved in reviewing new degrees. In general, CAPP maps to the VCAA, while COR maps to the VCRGE.

A: Even if graduate degrees are considered by CORGE, approval of graduate degree would remain with the VCAA.

Q: The parliamentarian noted that the creation of the new committee would require a change in the Bylaws.

A: Chair: Hippensteele acknowledged that this was correct, and that the By-law change would be brought to Congress in the fall.

Q: One senator expressed concern that the other matters relating to research issues that COR currently addresses will not be represented well by this proposed structure. The proposed committee does not have a majority of senators on it so faculty concerns might not be well represented. COR handles many issues that are important that might be crowded out by the issues of graduate education.

Q: Chair COR: COR spoke in opposition of the motion, and expressed surprise that the motion was brought forth in the absence of consultation with COR. Other members of COR also noted that they felt insulted that they had not been consulted before the proposal was made.

A: SEC Liaison to COR: The SEC liaison to COR noted that members of COR had been assigned to the WGGE at the beginning of the year, but that the group had taken all year to develop their proposal which was only brought up this week for consideration.

A motion to table the resolution was passed with 39 votes in favor and 8 in opposition.

Motion to table passed: 39 in support; 8 opposed; 0 abstentions.

Resolution to Approve the Formation of CoRGE

Whereas, the Working Group on Graduate Education, in cooperation with the Senate Executive Committee, negotiated an agreement with Graduate Division regarding the oversight of new graduate education programs and policies, and that task will necessarily fall to a Manoa Faculty Senate standing committee; and

Whereas, the Vice Chancellor for Academic Affairs works with the Committee on Academic Policy and Planning (CAPP) and the Vice Chancellor for Research and Graduate Education works with the Committee on Research, which would, moreover, seem better able than CAPP to accommodate an expanded charge; and

Whereas, effective review of newly proposed graduate education programs and policies requires a senate committee that contains people collectively familiar with the full range of graduate programs and the potential impact of new policies on those programs; and

Whereas, current and past graduate chairs are most likely to have the relevant experience; and

Whereas, current and past graduate chairs will be able to represent most accurately the interests of the programs they represent if their constituencies are organized, as far as possible, to respect the natural affinities existing between the graduate programs offered by different departments; and

Whereas, graduate students have a legitimate interest in being represented on any committee charged with the oversight of changes to graduate education policy;

Therefore, be it resolved that, effective August 2011, the Manoa Faculty Senate's Committee on Research will be reconfigured as the Committee on Research and Graduate Education, containing no fewer than twelve members--at least six of whom will be Senators, one will be a GSO-appointed graduate student representative, and at least five will be non-Senators who serve, or have served, as graduate chairs within their departments.

Be it also resolved that Senator and non-Senator membership shall inclusively represent eight graduate education constituencies, and that it will be part of each representative's responsibility to consider not only the program needs of their own departments, but also those of other departments within their constituencies.

Appendix: The eight graduate education constituencies to be represented on CoRGE 1) College of Arts and Humanities, School of Hawaiian Knowledge, School of Pacific & Asian Studies 2) College of Languages, Linguistics and Literatures 3) College of Social Sciences, Social Work 4) College of Natural Sciences, SOEST 5) CTAHR, Education 6) Medicine, Nursing & Dental Hygiene 7) Business, TIMS, Law 8) Engineering, Architecture

9. Working Group on High-Fail Courses: Motion to Approve Summary Report and Recommendations of the Working Group on High Fail Courses (GEC/CAPP/MAC)

[Summary Report Powerpoint](#)

Ernestine Enomoto, Chair of GEC, presented a report on the high fail course issue.

A motion to accept the report and recommendations was approved unanimously. The Senate expressed their appreciation of the General Education committee's hard work.

Motion passed unanimously.

Motion to Approve Summary Report and Recommendations of the Working Group on High Fail Courses

Summary Report of the Working Group on High Failure Courses at UH Manoa

Background: Several highly-enrolled undergraduate courses have been identified as being very challenging because of the subject matter, course delivery, and grading employed by the instructors. Since a grade of C or better is often required to satisfy prerequisite or major requirements, grades of D or F (in some cases, W or I) prevent students from progressing in their chosen academic paths. Many courses have had DFWI rates as high as 50% in one or more semesters, affecting the progress of hundreds of students.

Objectives: To examine the prevalence of high-failure courses, especially in highly-enrolled undergraduate courses. To determine the extent to which the problem persists within certain departments. To seek input from faculty and students on problems and potential solutions. To make recommendations to the Manoa Faculty Senate, VCAA, deans, directors, and to departments to address the problem.

Process: Formed a Manoa Faculty Senate working group with members from the Committee of Academic Policy and Planning (CAPP), General Education Committee (GEC), and the Manoa Assessment Committee (MAC) (Oct 2010). Held several meetings with the Manoa Institutional Research Office (MIRO) to examine grades for courses over 5 years (10 semesters) from Fall 2005-Spr 2010 (Oct-Dec 2010). Identified 28 general education courses with greater than 25% DFWI occurring in at least 50% of the previous 10 semesters (Dec 2010). Targeted the 5 departments affecting the largest number of students; these were: Chemistry, Mathematics, Philosophy, Psychology, and Natural Resources & Environmental Management. Met with those department chairs and selected faculty or instructors to solicit their perspectives (Jan-Feb 2011). Conducted an online survey of students from selected courses for student views (Mar 2011). Held 4 small group meetings with undergraduate advisors and presented to the Council on Academic Advisors in attempting to solicit student perspectives (March 2011).

General findings: There are varied reasons given for failures, dropouts and withdrawals. In some cases, the students are not prepared for the rigor and demands of certain courses. There appears to be a disconnection between what students want to major in and their ability to meet the course demands. Freshmen (and Sophomores to a lesser extent) have poor time-management skills. Many students do not do homework unless it is graded and worth a significant part of the overall grade. However, grading homework for most large lecture classes would require increased TA support or utilization of web-based

homework systems. Students often stay in a course even when they are failing because they need to be enrolled as full time for financial aid, medical insurance, military benefits, housing, and/or parental pressure. Some courses like Psych 100, Ethnic Studies 101, Music 477 are offered in online delivery mode that students might not be sufficiently equipped to navigate. Departments were aware of the high failures in certain courses but have felt constrained in their response to student needs due to a shortage of faculty and teaching assistants, brought on by recent budget cuts, retirements, and hiring freezes. The results of this have lead to fewer class offerings and larger class sizes. However, departments have made adjustments especially when students are struggling. For example, Nursing has changed its requirements; Psychology has made adjustments to the unit mastery course, the core necessary for Psych majors; Philosophy has a new instructor teaching Phil 110-111 and that appears to have made a difference in grading. ICS 141 (Discrete Math for Computer Science) is taught by two faculty members and there are now recitation sections for it.

Suggestions and campus-wide recommendations:

1. The Manoa Faculty Senate should conduct a systematic review of these high failure courses every three years in order to keep focus on student success and achievement. Input from departments, faculty, advisors, and students should be solicited regularly as well. The grade distribution for every course in each department should be made available to that department for informational purposes and action where necessary.
2. Mandatory advising started in Fall 2008 has been helpful but there are only 4 advisors at the undergraduate level to support undeclared first-time students, especially those first generation, commuter, and at-risk students. More advisors are needed.
3. An orientation for new incoming students (transfers as well as freshmen) needs to be made mandatory and available free of charge (perhaps at the first week of classes) so that everyone will be sufficiently prepared for the rigors of college life.
4. Administration needs to provide fiscal, personnel and other resources to departments that offer courses (e.g., Math 100, 140, Chem 161-162) that serve all students across disciplines and colleges.
5. Departments with large lecture classes should be provided with resources to offer recitation, tutorial and/or lab sections that will enable students to have more contact with instructional support.
6. Additional faculty support on course delivery (especially for teaching large lecture sections) should be offered through OFDAS. Departments with high-fail courses should take advantage of the services provided by the Manoa Assessment Office.
7. Administration should examine how much of the high DFWI rates are attributable to students who were accepted below the guaranteed admission standards.

10. COA: Resolution to Endorse Recommendations of the Knight Commission Report

[Knight Commission Report](#)

Kelley Withy, Chair of COA, provided the report.

The resolution recommended adopting recommendations of the Knight Foundation. The Knight Commission is independent of the NCAA and is trying to improve it. The Faculty Athletic Representative supports the recommendation.

Some discussion revolved around the meaning of the 5th provision. It was explained that it referred to the distribution of Bowl game revenues.

The resolution was approved unanimously.

Resolution passed unanimously.

Resolution to Endorse Recommendations of the Knight Commission Report

Whereas, the Knight Commission is widely recognized by universities, the National Collegiate Athletic Association, and the national media as a leading voice for intercollegiate athletics; and

Whereas, the Knight Commission recommends that clear, comparable and complete financial data must be publicly accessible to improve accountability in intercollegiate athletics and foster meaningful, long-term reform; and
Whereas, U.S. Secretary of Education Arne Duncan endorsed these recommendations on March 17, 2011, (details of the recommendations can be found at http://www.knightcommission.org/index.php?option=com_content&view=article&id=503&Itemid=166); and

Whereas, the UHM Committee on Athletics has voted to endorse recommendations of the Knight Commission on Intercollegiate Athletics for strengthening accountability of college athletics by requiring greater financial transparency and maintaining academic integrity and refers these proposals to its senate for affirmation; and

Be it resolved that the University of Hawaii at Manoa Faculty Senate endorses the Knight Commission recommendations that all Division I institutions should: 1) make NCAA financial reports public, 2) publish additional information about long-term debt and capital spending in athletics, 3) report annually on growth rates in academic and athletic spending, 4) strengthen the standards for postseason eligibility by requiring teams to be on track to graduate at least 50 percent of their players in order to be eligible for postseason competition, and 5) incorporate an academic component in the revenue distribution formulas for football and basketball postseason revenues.

11. COR: Motion to Revise Faculty Classifications (information item)

Michael Cooney, Chair of COR, provided the report.

This item is a proposed resolution that will be voted on at the May meeting. Chair of COR presented the rationale for considering the issue and noted that COR had done some investigation of the issues. Their report of this data will be available on the Senate website for review prior to the vote on May 4. Under the resolution, current faculty with classifications would be allowed to retain their classifications, or transition into the new classification. New faculty would be placed into the new classification scheme. Each department/unit will need to clarify their tenure and promotion guidelines, and offer letters to new faculty will need to specify the job duties and requirements.

Q: Senator: A faculty member's offer letter may not be appropriate after 30 years. How can this change?

A: Offer letters may have to be revisited by departments.

Q: Senator: Will all faculty members be expected to satisfy all three categories of responsibility? What about Extension Agents and Librarians?

A: That question should be addressed in department guidelines. The BOR guidelines for faculty in medicine and law are similar to those in this proposal.

Q: Senator: Was the committee's charge based on a request from administration? As UH is becoming more tuition based, is there a push to have "R" faculty teach or to eliminate 11 month faculty and/or "R" faculty?

Q: Senator: A senator who is a specialist also expressed concern that the motion may not meet the needs of specialist faculty and that two weeks was not enough time to consider the motion. She noted that some administrators have expressed a notion that specialist faculty should not be faculty at all. Currently UH Manoa criteria for promotion and tenure vary by classification and S faculty have different criteria than I or R. UC does not have S faculty; this change may tend to eliminate S faculty. Status may be affected by classification.

Q: Senator: One participant who is currently an "M" faculty member and was told that her unit's criteria does not apply to her, while the UH criteria did.

A: Another senator noted that the UHM T&P requirements are a minimum and that unit requirements can be more, but not less, stringent.

Q: Senator: A senator from the library asked for data to bring to his unit.

A: The SEC noted that it would be posted on the Senate website soon.

Another senator said that this is a major proposal that has implications for the campus and many units and requires serious consideration.

The Chair of COR agreed and noted that the issue has been brought up in the past repeatedly without a definite decision made by faculty.

The Chair of CPM noted that developing the detailed T&P rules are complex. She expressed concern that adequate time be provided to discuss the issue and believes that 2 weeks is not enough time.

UHPA is not tied to the current classification system, but will support whatever decision faculty members make. UHPA's concern is that benefit packages do not change to decrease quality of life. The option for existing faculty to continue in their current classification was suggested to protect benefits. If existing faculty have the option to remain in their current classifications, change will be slow.

Hippensteele noted that this is a complex issue that requires further discussion. The SEC will try to implement an online mechanism to receive input and questions on the issue.

Motion to Revise Faculty Classifications at UH-Manoa

Resolution: We recommend that the faculty and administration at UH-Manoa work toward eliminating the current faculty subclassifications (I, R, S, A, and any others) in favor of a more appropriate, single Faculty “F”, or ("Professorial Faculty") classification, which recognizes the combined I (Instruction), R (Research) and S (Service) duties of all UH-Manoa faculty. Here, under Instructional duties, we include all college-level teaching, under Research duties, we include all scholarly activities, and under Service, we include university or community service, outreach, as well as Specialist, Agent, Administration, and other service-related duties would fall, as appropriate.

This change is needed in order to remove the implied barriers between the different functions (Instruction, Research, Service) that are, in practice, expected to be carried out by all Faculty at UH-Manoa. This change would also help resolve current inequities within and across units where faculty can, in practice, opt out of one or more of their normal faculty duties due to the rigid classification imposed at time of hire.

UH-Manoa Tenure and Promotion guidelines should be revised to include all 3 areas under which Faculty can organize their activities: Instruction, Research, and Service. The relevant criteria for each category, along with the expected standards, would be defined in the Faculty's home department/unit Tenure and Promotion Guidelines, after seeking and obtaining approval of both their campus Chancellor and UHPA.

All offer letters to new faculty will be required to detail job expectations as they relate to the 3 faculty activities (Instruction, Research, Service). All existing Faculty will be given the option of using the new classification.

V. Adjournment

A motion to adjourn was made and seconded.

The meeting was adjourned at 5:40 pm.