



Mānoa Faculty Senate Meeting Minutes

April 17, 2013; 3:00 p.m.; Architecture Auditorium

AGENDA

GUEST: Vice President for Academic Affairs Linda Johnsrud (4:00 pm)

- The Cost of Education and UH Analytical Metrics to Promote Greater Efficiency and Productivity [Presented to the Board of Regents on March 21, 2013; Office of Institutional Research & Analysis] [\[Pdf\]](#) [\[Ppt\]](#)
 - o Manoa Undergraduate Classes with Less than 10 Students [\[Excel\]](#)
 - o Manoa Undergraduate Classes with Over 25 Students [\[Excel\]](#)

1. CALL TO ORDER

2. MINUTES: Approval of March 20, 2013 Senate Minutes (Draft)

Deferred.

3. CHAIR'S REPORT

4. BUSINESS

1. Senate Election Report

Committee on Faculty Service

- o 2013-14 Senate Roster [\[Html\]](#)

2. [Issue #33.12](#): Emeritus Faculty (informational)

Committee on Professional Matters

- o *Resolution Regarding the Lack of Written Procedures for the Designation of Emeritus Faculty [\[Word\]](#) [\[Pdf\]](#)

3. [Issue #37.13](#): Reorganization Proposal for JABSOM Facilities Management & Planning

Committee on Administration and Budget

Vote: passed 52:0;

Available at: http://www.hawaii.edu/uhmfs/documents/2012_13/20130417_motion_jabsomreorg.html

- o *Motion on the Proposed Reorganization of the Office of Facilities Management & Planning at the John A. Burns School of Medicine [\[Word\]](#) [\[Pdf\]](#)
- o Reorganization Proposal Consultation and Review Checklist [\[Word\]](#) [\[Pdf\]](#)
- o Reorganization Proposal for JABSOM Facilities Management & Planning [\[Pdf\]](#)

4. [Issue #12.12](#): Faculty Housing

Committee on Administration and Budget

Vote: passed 44:5.

Available at: http://www.hawaii.edu/uhmfs/documents/2012_13/20130417_motion_housingassistanceprogram.html

- o *Motion on the Proposed Executive Policy on University Housing Assistance Program [\[Word\]](#) [\[Pdf\]](#)
- o Proposed E225: University Housing Assistance Program [\[Pdf\]](#)

5. [Issue #35.13](#): Proposal for a Bachelor of Arts Degree in Public Health

Committee on Academic Policy and Planning

Vote: passed 47:3.

Available at: http://www.hawaii.edu/uhmfs/documents/2012_13/20130417_motion_publichealth.html

- o *Motion to Approve Proposal for a Bachelor of Arts Degree in Public Health [\[Word\]](#) [\[Pdf\]](#)
- o Proposal for a Bachelor of Arts Degree in Public Health [\[Pdf\]](#) [Appendix [A](#) / [B](#) (updated 3/21) / [C](#) (updated 3/21) / [D](#) / [E](#) / [F](#) (to come) / [G](#) / [H](#) / [Synopsis](#) (added 3/21)] for Senate review.
- o PowerPoint presented to Committee by Robert Cooney and Jay Maddock [\[PPT\]](#)



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6. ***Resolution Concerning Capstone Experiences in Undergraduate Degree Programs** [\[Word\]](#) [\[Pdf\]](#)

Committee on Academic Policy and Planning

Vote: passed 51:4.

Available at: http://www.hawaii.edu/uhmfs/documents/2012_13/20130417_reso_capstone.html

5. ADJOURNMENT

ATTENDANCE

Absent (2)

Richard Nettell, Pavel Zinin

Excused (20)

Kimberly Binsted; Thomas Conway; Linda Cox; Martha Crosby; Saori Doi; Guliz Erdem; Brian Glazer; Thao Le; David Leake; Scott Lozanoff; Jeannie Lum; Jennifer Matsuda; Joyce Najita; Torben Nielsen; Martin Oishi; Raymond Panko; Kirstin Pauka; Carol Plummer; Kelly Roberts; Scott Robinson

Present (60)

Aurelio Agcaoili; V Balaraman; Ian Belton; William Boisvert; James Caron; John Casken; Richard Chadwick; William Chain; Williamson Chang; David Chin; Robert Cooney (Ex-Officio); Robert Cowie; Sandra Davis; Xu Di; Timothy Dye; David Ericson; Thomas Ernst; R Ertekin; Miguel Felipe; Jing Guo; Cynthia Hew; Peter Hoffmann; Wei Huang; Judith Inazu; Ken Ito; Albert Kim; Kenneth Kipnis; Spencer Leineweber; Ingrid Lin; Bonnyjean Manini; Patricia Masters; Ashley Maynard; Dore Minatodani; Luciano Minerbi; Gabor Mocz; Beau Nakamoto; ThanhTruc Nguyen; Ian Pagano; Robert Paull; James Potemra; Benito Quintana; Martin Rayner; Robert Richmond; H Riggs; Stacey Roberts; Scott Rowland; Maya Saffery; Todd Sammons; David Sanders; Ekaterina Sherstyuk; Janice Shoultz; Gwen Sinclair; Carolyn Stephenson; Anna Stirr; Ashley Stokes; Victoria Szymczak; Douglas Vincent; Annette Wong; Brandon Yoza; Halina Zaleski; Herbert Ziegler

Non-Senators

Jay Maddock (Public Health); Chris Mullins (Public Health); Hector Valenzuela (CTAHR); Wendy Pearson (OVCAA); Monica Stitt-Bergh (Assessment Office); Linda Johnsrud (System); David Mongold (System)

MINUTES

1. **Call to Order** – 3:00 pm

2. **Minutes** - Approval of March 20, 2013 Senate Minutes (Draft)

Deferred

3. **Chair's Report**

BoR requested VPAA Linda Johnsrud for a report regarding faculty efficiency; the report will be discussed. SEC elections are ongoing. Transition to new SEC is June 1st followed by a transition period during the summer. Several orientation sessions are planned. Next meeting of the MFS is in two weeks. Committees wanting to submit items to the agenda should do so soon.



4. Business

- **Senate Election Report**

CFS - Senate roster for 2013-2014. Chair notes that the report is fairly self-explanatory (report presented on screen. Engineering vacancy needs to be filled. SEC ratified the list.

- **Issue #33.12: Emeritus Faculty** (informational)

Regarding item 2, a,b, and c, there was concern expressed that the term “faculty meeting” was not specific enough regarding procedure for conferring emeritus status on retired faculty. The SEC felt that the phrasing was specific enough since “department meeting” appeared in context, so no action was taken to revise the phraseology.

- **Issue #37.13: Reorganization Proposal for JABSOM Facilities Management & Planning**

Chair Doug Vincent: CAB's responsibility is to review all administrative changes, in this case a proposal for reorganization of JABSOM. Although JABSOM members were polled there was little response and no expression of concerns regarding the proposal to create civil service positions in JABSOM for custodian and grounds-keeping services.

Vote: passed 52:0.

- **Issue #12.12: Faculty Housing**

CAB and MFS voted on a 5-year tenancy limit. Further discussion was about a formula to take into consideration faculty salaries. Purpose: to nudge VCAFO to implement this policy. VCAFO discussed the policy with CAB and is prepared to go to the BoR in support but wants to see support from the MFS. Three housing criteria were addressed: (a) redoing priorities (concern was with giving preferential treatment to new tenure track faculty), (b) property ownership on Oahu, and (c) salary of household instead of salary of the official leaseholder. Inquiry: how would one prove that one does not own property on Oahu? Answer: possibly use tax records. There may be problems implementing these policies. We need to send a message to the administration that we really wish to have these policies implemented. Inquiry: term limit may be necessary, but why five years specifically? Answer: to be honest CAB wanted three years, but the Senate voted for five. Inquiry: have you considered number of dependents in the formula? Answer: no, but note that the formula was created with approval by the Faculty Housing Tenant Association. Inquiry: is there a reason why tenure track should be considered and not faculty on non-tenure track? Answer: originally faculty housing was set up for tenure track. Inquiry: how will income be judged? Net? Gross? Answer: not specified; up to those administering the policy. Inquiry: do you know what the salary levels will be for calculation purposes? Answered by a CAB member: in discussion with VCAFO, rates will move as a function of demand to assure housing is fully occupied. CAB was assured by the VCAFO that the MFS will have opportunity to give input.

Vote: passed 44:5.

- **Issue #35.13: Proposal for a Bachelor of Arts Degree in Public Health**

CAPP Chair Todd Sammons. Regarding CAPP proposals below, the CAPP voted 5:0 to approve. It was noted that CAPP is under staffed; it should have 9 members. CAPP lost two members to other committees, and two members were absent on the day of the vote. Process: members met to go over the proposals, including changes. Second meeting produced an 18-slide ppt available on the MFS website.



Inquiry: Is there a need for a Bachelor's degree in public health? Answer: Yes, given the demand for people to fill jobs. Courses for the degree are currently taught. And there is faculty buy-in: 12 of the 21 faculty are willing to teach the proposed undergraduate curriculum and will not need additional resources. Inquiry: proposed curriculum seems light on science? Answer: (CAPP Chair turned over discussion to CAPP members) It's a two-track process with one towards social sciences, one towards the natural sciences. The latter is intentionally left open. As written, the proposed curriculum meets needs for both pre-med and pharmacy programs. Inquiry: ethical issues are at the GenEd level; would expect to see courses tailored more toward public health. Answer: intending to do that; program is not yet fully in place. Inquiry: will the undergraduate program impact on graduate courses? Answer: many faculty engaged in research are not meeting their teaching load due to low graduate enrollments; thus there will not be a burden on the graduate course work. Inquiry: impact on other programs? Answer: good; Biology for instance, has about 1,500 majors and would be delighted to have fewer majors. Inquiry: discussed with relevant faculty? Answer: yes, unanimous endorsement, very supportive.

Vote: passed 47:3.

- ***Resolution Concerning Capstone Experiences in Undergraduate Degree Programs**

Capstone experiences in undergraduate degree programs. CAPP Chair: This is a multipart resolution aimed at supporting the existence of capstone experiences. This issue did not come from the SEC or faculty. The “whereas” clauses are intended to explain the purposes of capstone experiences. CAPP thinks with the Engaged Learning Working Group, that these courses are very useful for undergraduates. 54 out of 92 majors looked at already have capstone courses. Last year MFS voted to accept the goals of capstones. Inquiry: any solid data showing positive effects of introducing capstone programs? Any plan to evaluate? Answer: yes and yes, quite a bit of evidence, in engineering for instance. Programs are using capstones to evaluate their curricula. Regarding evaluation would look at individual programs. At this time there is no comprehensive evidence because of the early stages of their development. Would think that individual programs would do such evaluations themselves. VCAA remark: departments would evaluate capstones the same way they do other courses. Inquiry: any data indicating capstones delay graduation? Answer: there is no evidence that the capstone delays. Similar anecdotal evidence was offered.

Vote: passed 51:4.

5. Guest: Vice President for Academic Affairs Linda Johnsrud (4:00 pm)

Johnsrud reported on the report requested by the BoR regarding “Cost of Education” BoR inquired of UHM what the cost drivers of education are, and have they changed over time? Reason for the question is the drop in State support for higher education. What metrics are available to measure efficiency and productivity (excluding community service and research)? How much does each graduate cost us? What are the students/staff ratios? SSH per faculty? Class size? Chose to look at change over time, and relative to peer institutions. List of peer institutions has changed substantially. Ways of looking: total cost, vs. instruction, student services, pro-rated share of academic support, institutional support, operations and maintenance. Over time our average annual growth has been 6.6% but for education only 3.7%. Inquiry: research assistants are tuition free; do you know how many research assistants are in the system? Might want to consider. You lose an incredible amount money that could be paid from the research grants under which they work. Ans: As to how many research assistants are in the system, that information can be generated; but note that teaching assistants also get tuition waivers, not just research assistants. Regarding charging tuition costs to grants with research assistants, in discussion with Manoa administration it was concluded that there was little support for charging tuition to grants since by not doing so



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makes UHM more competitive, and since many granting agencies disallow tuition support. Inquiry: many of the low enrollment courses are being included in the calculations. SSH is very low for instructional faculty. Answer: This was a bit puzzling. The low SSH may be due to these very low enrollment courses. Inquiry: on the SSH question what data were used? Answer: we included all those instructional faculty with 70% or more of their time in teaching. Inquiry: regarding costs relative to peer institutions, do these institutions have similar number of tenure track faculty? VCAA: faculty status is not one of the variables; peer institutions probably have many more “adjuncts.” VPAA notes that the BoR is concerned that there will be much lower support for higher education in the future. Manoa is fairly highly subsidized by the State relative to peers but that subsidy as percentage of total cost has been dwindling. Inquiry: re instructional faculty, many I faculty are released to do administrative or research work, similarly with Department Chairs who in many universities are considered administrators. Adjustment made? Answer: re peer institutions, released time should be comparably defined with peer institutions, but if they are not, that could be a problem in making comparisons. Inquiry: small class size data seem to include extension classes taught as overload or extension, not part of our regular load. Why counted? 25% of the classes shown are “extension.” Answer: yes, if so, this would be a major problem. Inquiry: Plan B, dissertation proposals and so on, are instructional activities not included in the analysis? Answer: no dispute here; there are many hours of faculty time not captured here. Noted: this report was a first cut, a starting point for conversation to be responsive to the BoR request. Inquiry: do we increase the number of students and/or reduce the number of faculty? And what about quality of instruction? Of education? Answer: quality is harder to get at than cost, for lack of data. So at the moment the question is turning on efficiency. [More details on mischaracterization of courses was discussed.] Inquiry: if we take the UHPA contract for instructional faculty, shouldn't we decrease cost by counting only 67% of “I” faculty salary since the remainder is expected to be in research? Answer: need to be comparable with peers. Inquiry: but peer institutions may have many more contract faculty, hence non-comparable? Answer: we did our best to respond to the BoR in the time given. Again, we made very clear to the BoR that this was preliminary data. Noted that the SSH is still an issue. Basic question is how do we get more students through to completion with less money. Inquiry: what are your next steps? Answer: the lists of actual courses are being shared only with you [the MFS]. This is an effort to figure out why we're not generating as much SSH as our peers. A forum in the fall is expected to focus on how we will go forward and on how much tuition and State support will increase or decrease. What the BoR would like is a series of productivity statistics (including such things as administrative bloat). We currently have about 15 indicators; we would like to shrink that number. Inquiry: peer institutions may have very different infrastructure? Answer: we don't have benchmarks for all campuses, but they do tend to be more expensive. VCAA: given the size of the research enterprise here, significant buy-outs of faculty time occur, hence SSH for faculty may be much higher if this were taken into account.

6. Adjournment – 5:05 pm

Respectfully submitted,

Richard W. Chadwick
MFS Secretary



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A: SUPPORT
B: OPPOSE
C: ABSTAIN