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Mānoa Faculty Senate Minutes

of January 21, 2009

Senators Present: Anna Ah Sam, Denise Antolini, Andrea Bartlett, Rhonda Black, Steven Brown, Bei-Huan Chao, David Chin, Ross Christensen, Bryan Cook, Robert Cooney, Graham Crookes, Martha Crosby, Shirley Daniel, Sandy Davis, John Engel, Sheri Fong, David Griffith, Rosanne Harrigan, Vilsoni Hereniko, Susan Hippensteele, Judith Inazu, Klaus Keil, Carol Kellett, Mike Kirk-Kuwaye, Marcelo Kobayashi, Peter Leong, Julianne Maeda, John Mahoney, Richard Manshardt, Courtenay Matsu, Matt McGranaghan, Luciano Minerbi, Paula Morelli, Katrina-Ann Oliveira, Maryann Overstreet, Martin Rayner, Karol Richardson, David Ross, Dave Sanders, Magi Sarvimaki, Jane Schoonmaker, Bruce Shiramizu, David Stegenga, Mary Tiles, Russell Uyeno, Lei Wakayama, Jean Young, Ivica Zalud

Senators Excused: David Bangert, Daphne Desser, David Duffy, Thomas Hilgers, Maddock, Aspy Palia, Kelly Roberts, E. Wichmann-Walczak

Senators Absent: Mary Ann Antonelli, Bruce Barnes, Mirella Brooks, Shana Brown, Joel Cohn, Eric De Carlo, Patrick Henry, Lilikala Kame'eiehiwa, Spencer Kimura, Chin Lee, Robert McHenry, Marian Melish, Stephen Olsen, Todd Reed, Ilia Roussev, Scott Rowland, Grieg Steward, Nancy Stockert, Eric Thau, Markus Wessendorf, Anna Wiczorek, Leven Wilson, Tricia Wright

Other faculty present: Meda Chesney-Lind, Sarita Rai

Administrators present: Interim VCAA Peter Quigley, VCRGE Gary Ostrander

The meeting was called to order by Chair Keil at 3:00 p.m.

1. Minutes of the December 12, 2008 Senate meeting were approved (unanimously).

2. Chair's report

a. David Chin has agreed to be the Faculty Senate parliamentarian

b. The Budget Working Group had its first meeting yesterday and will meet weekly. The details and minutes will be posted on-line in the OVCAFO website. VC Cutshaw has said the process will be as transparent as possible.

The State of Hawai'i has to balance its budget (by law). UH has submitted a budget to the Governor reflecting a 10% reduction (of the discretionary funds part of the UH budget). Mānoa absorbed 64% of the UH cut. The VCAFO informed the Budget Working Group that the 10 % reduction amounts to \$7.9m, which will be absorbed through \$3m in energy savings, \$2m in not filling open positions and \$2.6m in anticipated tuition increase income. The anticipated future cuts, however, are likely to be greater than 10%. At this time, it is unknown what the eventual request from the Legislature/Governor will be for the UH, and details will likely not be known

until mid-May, when the Legislature completes its session and submits it to the Governor.

c. Status of PBRC Reorganization. The SEC asked VC Ostrander to write a document outlining the details of this reorganization; this in turn was passed to CAB and CoR for review. The SEC has met with the executive committee of PBRC. CAB and CoR have met both with VC Ostrander and the executive committee of PBRC. On Monday, January 26, 2009, the SEC will meet with the Chairs of CAB and COR and VC Ostrander to review the CAB/COR reports.

d. The VCAA search is in active progress: Dr. Reed Dasenbrock will be visiting our campus as a candidate for this position. He is a former dean of the College of Arts and Sciences and Provost of the University of New Mexico and currently holds the position of Cabinet Secretary for the State of New Mexico's Department of Higher Education. He will present his vision for UHM and be available for questions in a public meeting that will be held Monday, January 26th, 4:30-6:00 p.m. in the Architecture Auditorium.

e. Presidential search: the search firm is soliciting input and will be on campus on January 23rd from 9:00 a.m. to 12:00 noon in Hemenway Theater. It is important for Senators, faculty and staff to attend this meeting and express their views on the desirable qualifications candidates of this position should have.

SEC Chair Keil will invite the Chair of the Search Advisory Committee, former regent Donna Tanoue, to our faculty senate and congress meeting on February 18, 2009, to give a progress report on the status of the search. This should also provide a forum for Senators and faculty to ask questions and express their views on the qualifications of potential candidates.

A senator asked if a position description exists; Keil answered that it does, and it has been published. It was noted that the ad does not mention the type of terminal degree required of potential candidates.

f. Senate elections

Last year there were only about 30 new senators required for election, but this year there will be about 50 needed. Senators are urged to solicit candidates for the upcoming elections from their faculties. Carol Kellett, chair of CFS, has provided a series of dates for the process.

3. Old Business

a. Resolution on the Director search for the Cancer Research Center of Hawaii was proposed by Robert Cooney.

Resolution on the Search for a Director of the Cancer Research Center of Hawai'i Whereas the need to initiate a search for a new Cancer Center Director has resulted from the recent resignation of its former director, Dr. Carl Vogel, and Whereas the future success of the Cancer Research Center of Hawai'i is highly dependent upon recruitment of the best individual possible as Center Director, and Whereas the faculty of the Cancer Research Center of Hawai'i strongly support an impartial and unrestricted search for a new director Be it resolved that the Faculty Senate of the University of Hawai'i requests the University administration and Board of Regents to ensure that the search process is conducted in line with the guidelines established by the Senate Executive Committee with the Chancellor's office for executive searches and that the best candidate is identified and selected through a comprehensive international search.

VC Ostrander reported that the search committee has been formed and the Chancellor is about to announce it. He had asked the faculty in the Center to suggest names and many of them are on the committee. An RFP for a search firm has been put out and expired December 18. They were shortlisted in consultation with the chair of the committee and one was selected. Cancer Research Center faculty received an email update 10 days ago from him, he said.

Dr. Cooney asked VC Ostrander if he followed the procedures for hiring of executives, as approved by Chancellor Hinshaw and which are referred to in the resolution. VC Ostrander stated that he believed he did; it was agreed that the process for finding names would be

reviewed when VC Ostrander would meet with the SEC on Monday, January 26, 2009. David Ross called the question and the motion was seconded. There was no further discussion. The resolution was approved unanimously (voice vote).

b. Resolution to establish a standing committee on assessment, presented by the Chair of CAPP, Susan Hippensteele.

RESOLUTION TO APPROVE A PROPOSAL TO ESTABLISH A COMMITTEE ON ASSESSMENT AS A PERMANENT COMMITTEE OF THE MANOA FACULTY SENATE

WHEREAS the purpose of the Committee on Assessment (COA) is to lead coordinating and monitoring assessment activities and to develop assessment policy directed at understanding and improving educational effectiveness, and WHEREAS, the COA will serve as a repository of assessment activities, provide consultation to the Administration and relevant offices regarding gaps in available assessment information, recommend changes in assessment processes, review the usefulness of assessment strategies, and ensure that Mānoa uses assessment data to inform decision-making and improve student learning, and WHEREAS, COA will be staffed by the Assessment Office, and work closely with the Office of Faculty Development and Academic Support, General Education Office and General Education Committee, and the Office of the Vice Chancellor for Academic Affairs and will have the following responsibilities: a) Establish academic assessment policies necessary to foster a campus-wide understanding of and commitment to improvement-oriented educational assessment. b) Identify the most appropriate practices and uses for assessment of student learning at Mānoa. c) Review assessment resource needs and recommend concomitant budgetary allocations by the institution. d) Liaise with faculty to promote effective academic assessment practices, especially in support of degree programs. e) Consult with subject matter/content area experts as necessary. f) Produce an annual report (due at the end of each fiscal year, June 30) to the Faculty Senate on the status of academic assessment at UHM, and WHEREAS, COA will consist of 13 members: 9 voting and 4 non-voting members. Voting members (must include at least two members from Faculty Senate who will be Chair and Vice-Chair of the COA): • 4 faculty from the Colleges of Arts and Sciences, chosen to ensure academic diversity • 5 faculty from the remaining Mānoa Colleges/Schools or Units, each from a different College/School or Unit Non-voting ex-officio members: • 1 SEC liaison • 1 Director of the Assessment Office • 2 students, one graduate and one undergraduate, and WHEREAS, voting members and the SEC liaison will be appointed by the Mānoa Faculty Senate (MFS), the undergraduate representative will be appointed by the Associated Students of the University of Hawai‘i (ASUH) and the graduate representative will be appointed by the Graduate Student Organization (GSO), and WHEREAS, voting members serve two-year terms (renewable for a maximum of one additional term), such that there is at least 40% overlap in committee composition over consecutive terms, and quorum consists of a majority of the voting membership, and WHEREAS, COA reports to the MFS and the Chairperson has the following duties: • Preside at all meetings and ensure that minutes are taken • Develop an agenda for each meeting • Appoint subcommittees as necessary • Coordinate the writing of COA reports • Liaise with the Faculty Senate, administration, and the university community, and WHEREAS, the Vice-Chair will perform the duties of the chair in the event that s/he is unable to serve, and WHEREAS, at minimum, this organizing document shall be reviewed, and amended as appropriate, every five years at the end of the fiscal year (starting June 30, 2014) by the Faculty Senate in accordance with Senate Bylaws. Particular responsibility falls upon the COA to periodically and regularly review this document in terms of its structure, faculty participation on the committee, and the success of its resulting operations, and to report on needed revisions to the MFS, then be it RESOLVED, The Mānoa Faculty Senate approved the establishment of a Committee of Assessment as a permanent committee of the Mānoa Faculty Senate.

David Ross proposed that the name of the committee be changed to the Manoa Assessment

Committee, so as to forestall confusion with the already existing CoA (Committee on Athletics). A senator asked if the committee would have a representative of the VCAA's office on it. Dr. Hippensteele said this would not be necessary given the administrative location of the Mānoa Assessment Office. Senator Ross questioned this assumption.

It was asked why the appointment period was two years rather than three years. Members of the audience spoke in favor of having voting members (with the exception of the Faculty Senate representatives, whose term is two years) serve for three years.

Both these proposals were entertained by the Chair of the committee and accepted as friendly amendments.

A senator questioned whether there was sufficient faculty interest to staff this proposed committee.

Senator Inazu pointed out that there was also a committee coordinated by VCAA Quigley to handle assessment issues; in response Senator Ross said that the Faculty Senate Task Force on Assessment had been told that this group (the MACC) would be or had already been disbanded. It was confirmed by Monica Stitt-Bergh that the original MACC had been disbanded, but that to fill the gap until the new committee comes into existence, Administration has created a new group with the same name made up of Associate Deans and some Directors.

There is also a Council on Program Reviews, set up by the Chancellor. A senator with knowledge of this spoke to point out the difference between the Council on Program Reviews and the proposed Committee on Assessment.

The question was called, and seconded. It passed with one vote against.

c. A resolution to include student learning outcomes (SLOs) on UHM-1 and UHM-2 forms was presented by Chair Hippensteele of CAPP. This resolution had been discussed at the previous Manoa Faculty Senate meeting.

resolution to include student learning outcomes (SLOs) on UHM-1 and UHM-2

forms WHEREAS, with the introduction of new WASC Standards that will be in effect as of July 2008, that is: "1.2 Educational objectives are clearly recognized throughout the institution and consistent with stated purposes. The institution develops indicators for the achievement of its purposes and educational objectives at the institutional, program and course levels. The institution has a system of measuring student achievement, in terms of retention, completion and student learning. The institution makes public data on student achievement at the institutional and degree level, in a manner determined by the institution" and "2.3 The institution's student learning outcomes and expectations for student attainment are clearly stated at the course, program and, as appropriate, institutional level. These outcomes and expectations are reflected in academic programs and policies; curriculum; advisement; library and information resources; and the wider learning environment." The MANOA FACULTY SENATE RESOLVES that, as part of good teaching practice, all courses should clearly state the expected Student Learning Outcomes (SLOs), as part of published syllabi, and that for any new courses or course changes submitted on forms UHM-1 or UHM-2, SLOs must be included in the justification section. These SLOs should reflect the SLOs of the program under which the course is listed. Senator Ross moved to commit this resolution to the Manoa Assessment Committee.

Motion passed with two opposed and three abstained.

d. Senator Tiles provided an update of the Process Committee, which was asked by the Chancellor to finish its deliberations by the end of the Fall semester (but finished them before the beginning of the Spring semester). Background is available at

<http://www.manoa.hawaii.edu/ovcafo/newprocess/index.html>

Senator Tiles observed that prioritization review data should be looked at with a fresh set of eyes in conjunction with the Strategic Plan. There should be a semester devoted to a

campus-wide review so as to result in an implementable document (not merely a vision) and this should be re-entered into a cyclical process of prioritization, she said.

Senator Tiles stated that it was the feeling of the committee that it is better to have a start on the process; there will inevitably be problems, as the campus is too complex to completely prioritize a priori. Empirical data are necessary as well. This process cannot determine the budget decisions, but can inform it. The survey done by CAB suggests that the faculty does not want to see across-the-board cuts.

Key criteria included in the prioritization document are centrality/alignment, quality/integrity, critical mass, external demand, internal demand, cost-revenue generation, productivity, and specialized niche competitive advantage. These categories come from recent scholarly discussions of prioritization (as in R. C. Dickeson, 1999, *Prioritizing academic programs and services*. Jossey-Bass).

A senator pointed out that there were a lot of questions about UHM averages in the document. Senator Tiles stated that such data could be provided by the VCAA's office.

A senator asked what response the Chancellor has made to the report. Keil replied that there has been no response as yet. However, it was discussed at the MET meeting yesterday (reported VC Ostrander from the floor) and there was general support. VC Ostrander noted that Dean Alan Teramura (who chaired the committee) has been briefing the Chancellor during the process.

A senator asked if Athletics would be included in the prioritization. Senator Tiles reported that the universal quantifier means All (that is, all programs would be reviewed and prioritized).

Another Chancellor asked what the status of the professional schools would be reviewed as well, and the answer was yes.

Senator Keil said he looked upon this document as one for the future of UHM, but budget cuts will have to be made by July 1 and it is unlikely that all the data needed for prioritization would be available by that time.

4. New Business

a. Resolution to Approve a Bachelor of Arts in Creative Media

Senator Hippensteele proposed a resolution for CAPP. She noted that this was inherited by CAPP when she joined that committee about two years ago, and thus has apparently been pending or under discussion for some unspecified time.

WHEREAS, The Academy for Creative Media (ACM) was established by the Board of Regents in January 2004 "within the Colleges of Arts and Sciences at the University of Hawai'i at Mānoa" as an academic unit focusing on the study and production of cinematic and digital media; and WHEREAS, while a unit within the Campus Wide Programs of the Office of Vice Chancellor for Academic Affairs (VCAA) under the direction of the Assistant Vice Chancellor and Director for Undergraduate Education, ACM has established an extensive curriculum and major degree requirements, approved by the Colleges of Arts and Sciences and the VCAA; and WHEREAS, the Creative Media major, as a new program, has been administered through the Interdisciplinary Studies (IS) Program; and WHEREAS, ACM has experienced noteworthy growth in its four years, expanding from two (2) FTE faculty and one FTE APT position offering three (3) courses to nine (9) permanent FTE faculty (eight (8) currently filled) offering thirty-nine (39) courses in the areas of digital cinema, computer animation and game design, and critical studies; and WHEREAS, student enrollment has grown from thirty-seven (37) in Spring 2004 to three hundred forty-two (342) in Fall 2008 while majors have grown from 0 to 95 in Fall 2008 with twenty-nine (29) student graduates with the Creative Media major; and WHEREAS, ACM has a strong record of fundraising that includes \$1.5M in donations and contracts as of Fall 2008, therefore, be it RESOLVED, the Faculty Senate recommends the Board of Regents approve the Bachelor of Arts in Creative Media.

Senator Ross questioned the relevance of the donations to the thrust of the resolution. Senator Hippensteele observed that it was probably useful information. She noted that questions have been asked about the expensive nature of the program (equipment, etc) and therefore the point was relevant.

Senator Ross asked about the proportion of tenured faculty in the program who have the terminal degree in their field. Dr. Brislin replied that two have PhDs, four have MFAs, and two do not. One (Dr. Brislin himself) is tenured, and four are coming up for tenure.

A senator spoke in support of the measure.

The question was called and seconded. There were no further comments. The resolution was approved with one vote against and no abstentions.

b. The next senate meeting will be on February 18 and it will be a joint Senate-Congress meeting. This was voted on; all were in favor.

c. Faculty Senate response to the Process Committee report.

Keil reported that the Process Committee's report needs to be put in place urgently if it were to be of any use. The Chairs of CAPP and CAB had pointed out that an important document like this should be given to our standing committees, reviewed, and reported back to Faculty Senate. The SEC met with members of CAPP and CAB on Monday, January 19, 2009 and drafted a response to the document.

FACULTY SENATE RESPONSE TO THE REPORT OF THE CHANCELLOR'S PROCESS COMMITTEE WHEREAS, the Faculty Senate of the University of Hawaii at Mānoa (Senate) has examined the Draft Report of the Chancellor's Process Committee (Report) and supports in principle a transparent, bottom-up process of prioritization as outlined in the Report; and WHEREAS, the Senate also has concerns about the timeline for implementation of the process, which is expected to substantially change the long-term character of the University, because it precludes meaningful consultation by affected groups, and WHEREAS, we are concerned that this process cannot, in the time allotted, be implemented in a manner that gives proper attention to academic integrity and the long-term health of the University, be it RESOLVED, that the Senate recommends the process be carried out so as to prioritize care and due diligence over speed, and ensure that external deadlines do not drive decisions with enduring ramifications for the academic integrity of the University, and RESOLVED, that proposed changes to the process be accepted, considered, and incorporated after the nominal January 23 deadline and throughout the process of prioritization to include an immediate request for comment on the appropriateness the rubrics and ranking procedures as part of data collection from all programs engaged in the review process, and RESOLVED, that a step be added to the timeline in which the process itself is evaluated, that the process for this evaluation be spelled out in advance, and that faculty will have an active role in the creation and implementation of this evaluation, and RESOLVED, that the scope of the process should be expanded to include nonacademic units, including all administrative units and offices up to and including the Office of the Chancellor, and RESOLVED, that if the process leads to any proposals that include reorganization or elimination of programs as defined in the Report, such proposals should be explicitly tied to, and justified by, a timeline in cost savings and/or other clearly articulated benefit to the University, and RESOLVED, that the Senate shall have the opportunity to fully review and respond to any proposals or outcomes resulting from the process.

The Senate understands that external considerations might require the Administration to make some policy decisions in advance of the conclusion of this process and states that such decisions should be carried out in a manner consistent with the points above, with an emphasis on transparency and shared governance.

Faculty Senate Chair Keil stated that most SEC members recommend that this be handled as a motion (which stays internal to Mānoa) not as a resolution (which will make its way to the Board of Regents). He then read the draft into the minutes. Keil then repeated his comment that budget decisions are likely to have to be taken faster than is implied by the Process Committee report.

Senator Tiles proposed modifying the words “non-academic units” to “Athletics and all administrative units.” One clause of the motion was modified as follows:

RESOLVED that the scope of the process should be expanded to include athletics and administrative offices up to and including the Office of Chancellor.

Professor Chesney-Lind remarked on how difficult it is to do these things and emphasized the need for great care. Keil responded emphasizing the long-term nature of the process. Professor Chesney-Lind responded that everyone is always in support of such proposals until their own department is on the list.

It was proposed that the existing document be modified to take the form of a motion for the purpose of presenting the Senate’s feedback to the Chancellor. The Senate will consider the conversion of the motion to a resolution at the February 18, 2009 meeting. This action passed with one Senator opposing.

Hearing no further suggestions for discussion, the meeting was adjourned at 4:40pm.
Respectfully submitted,

Graham Crookes, Lei Wakayama

Secretaries pro tem

Contact dave at math.hawaii.edu with comments regarding this site.