

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: 10/10/11

ATTENDANCE:

Robert Cooney	X	Carolyn Stephenson	X	Kristin Herrick	X	Guest:VCAA Reed Dasenbrock	X
Bonnyjean Manini	X	Tom Conway	X				
Lilikala Kame'eiehiwa	E	Ian Pagano	X				
Richard Chadwick	X						

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	SEC Chair Cooney called the meeting to order at 2:50 p.m.	
CHAIR'S REPORT	none	
ADMIN REORT	Senators are still needed from Engineering and JABSCOM. What will be do about reports of campus-wide committees SEC feels it is not necessary to have oral reports of all committees, so will draft template for written reports.	<i>Kirsten will draft template for end of semester reports to SEC.</i>
APPROVAL OF MINUTES	Minutes of 1/3/11 were not available for approval.	<i>Approve next SEC meeting.</i>
OLD BUSINESS	<p>1. Agendas for October 19 Senate at 3 p.m. and Congress at 4 p.m. were discussed and approved.</p> <p>Issue was raised of whether a Ph.D. student should be allowed to walk in commencement without degree completed. CORGE was charged with examining this issue, but decided neither to criticize nor endorse the Graduate Division policy of allowing students to walk without degree completed. Among the issues are how much work must be completed to allow walking, medical and other emergencies which change situation at the last moment, absence of summer graduation, families expecting to attend graduation, and others. SEC discussed whether there was concern over this issue for all students or just Ph.D. level. Since there was no agreement on this, it was decided to table the issue, not to bring it to the Senate at this time, but to bring it up at the next SEC meeting.</p> <p>An item on discussion of the role of the Chancellor at Manoa was placed on the Senate agenda, and if passed, on the Congress agenda. There are several components: 1. discussion of the role of the Chancellor at Manoa, and whether Chancellor is needed, 2. forwarding to the Senate of a CORGE resolution on the</p>	<i>May want to draft resolution on issue of Ph.D. students walking at graduation and send to relevant committees to examine. Tabled, while , Kristin will check current policy with Grad Division and Records office.</i>

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	Chancellor position description, and 3. a report from the SEC recommending some changes to the 2006 Chancellor's position description, to be both reported to the Senate and with the Senate to be asked if it wished to endorse the suggested changes	
	2. Agenda for SEC/Admin retreat 10/12/11 was approved.	
	3. CORGE resolution and Absenteeism Amendment were reconciled with By-laws.	
NEW BUSINESS	Common Course Numbering suggestions for ACCFSC. ACCFSC lead for Common Course Numbering Paul Briggs has asked that all campuses send ideas/suggestions re common course numbering to the ACCFSC list to assist them as they work on developing a process to achieve some consistency in course numbering across campuses.	<i>SEC will send this to GEC.</i>
COMMITTEE REPORTS	GEC is working on Foundations and articulation. CAPP elected a new chair, Stacey Roberts, at its meeting 10/5.	
GUEST	VCAA Reed Dasenbrock joined us at 4 p.m. to discuss the Classroom Use Policy and other issues. Three issues were discussed: course registration waitlisting, grade replacement policy, and classroom use policy. Course registration waitlisting for high-demand courses began this semester and appears to be working well. It was used up to the beginning of the semester and then turned off. It is currently first-come, first-serve. Do we want to ask Banner: 1) WL continue during drop-add period? 2) Should there be prioritization, eg. in courses required for the major, and if so, can Banner do that? Grade replacement policy , passed by Senate. VCAA was asked by Senate how implementable it is, and finds Banner people say it would be immensely complicated in its current form. Most schools that do this limit it to freshman year. It might be more workable with some limits, including perhaps a drop-dead date. Many thought it was supposed to be limited to Freshman and Sophomore years. A letter VCAA sent to last year's SEC was never presented to the Senate before the discussion and vote. Cambra is completing a report on this and VCAA may ask for some redefinition and limits after Cambra and Banner reports. Classroom use policy. The main issue currently is departmental control of general use classrooms. 40% of classrooms are specialized, while of the remainder, roughly one half are controlled by departments, one half by the campus scheduling office. Mark Gilbert, campus planner, is working on list. VCAA says that no other university has central scheduling only for about 25% of classrooms, and UH Manoa policy hurts class availability. Sakamaki first floor will be renovated for classrooms, which will provide some more space. VCAA acknowledged that he was mistaken in sending out letter saying Senate had endorsed his proposed policy, and apologized. His proposal is for phased implementation of a policy that would move control of general use classroom to central scheduling office, with some priority to departments now using them. He felt Senate recommendations that each department have control of one classroom might be problematic given differential size of departments. Perhaps departments should be required to use their own classrooms before asking campus scheduler for classroom. Also, Senate recommendation that there be a two-year review beginning in Fall 2011 is not possible, given that phased implementation of the policy is not proposed to begin until Fall 2012. SEC members suggested perhaps a two-year review after the policy takes effect. Some SEC members suggested that Classroom Use Policy Implementation Task Force might want to drop the word Implementation, since there was not yet clear agreement between the VCAA proposed policy and the Senate's recommendations. Last year's SEC approved the formation of the committee. It was suggested that SEC might want to appoint a liaison to the committee. Some members of SEC suggested that it might also be important to look at general time scheduling issues, as Senate recommendations had	<i>Both SEC and VCAA will consider grade replacement policy issues after Banner and Cambra reports.</i> <i>On classroom use policy, Cooney will draft letter to VCAA reminding him that he needs to make clear to faculty that Senate did not endorse his proposed policy.</i> <i>Conway made a motion to establish an SEC Liaison to the Classroom Use Policy (Implementation) Task Force. Motion passed unanimously. Filling that position will be discussed at next SEC.</i>

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	mentioned, to make sure that scheduling reflect most efficient use of available rooms. There is some commonality between VCAA policy and Senate recommendations on this part of issue.	
ADJOURNMENT	SEC adjourned at 5:30 p.m.	

Respectfully submitted by Carolyn Stephenson, SEC member