

**FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: January 31, 2011

ATTENDANCE:

Susan Hippensteele (Chair)	X	Martin Rayner	X	Kristin Herrick, staff	X	Chancellor Hinshaw	X	Greg Takayama	X
Lilikala Kameeleihiwa	X	Halina Zaleski	X			VCGRE Ostrander			
Shirley Daniel	X	David Duffy	X			VCAA Dasenbrock			
Rosanne Harrigan	E					VCSA Hernandez			

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:15 pm in Hawaii Hall 208.	
CHAIR'S REPORT	<p><u>Legislative Briefing</u> Chair Hippensteele brought forth a number of proposed legislative bills that involve the University, including Senate Bill 1212 that proposes to repeal UH fiscal autonomy. The UH Administration is scheduled to brief the legislature on UH fiscal autonomy tomorrow 2/1/2011 at 2:30pm in room 309. One of the SEC members may try to attend, but no public testimony is allowed.</p> <p>The SEC discussed the bills and the role of the MFS in legislative action. Particularly, the SEC considered whether these legislative matters should be brought before the senate, and/or whether the faculty should take a position on these matters.</p>	<p><i>The SEC proposed to invite the UH administration's legislative liaison to brief the Senate at its next meeting.</i></p> <p><i>SEC will request a copy of/link to the legislative spreadsheet</i></p>
APPROVAL OF MINUTES	Minutes of January 24, 2011 were approved as revised.	<i>KH will post the approved minutes to the website.</i>
JANUARY 18 MFS MEETING: CAB RESOLUTION	Since the CAB resolution was not voted on at the meeting immediately following the one in which it was introduced due to a lack of quorum, the CAB resolution must be reintroduced. The CAB resolution will need to be reintroduced in May so that the Senate can vote on the Resolution in September and the Congress can vote on it in October.	<i>The CAB Resolution will be added to the May MFS agenda.</i>
CAB & STRATEGIC PLAN BENCHMARKING	The SEC clarified that CAB's charge is to work with the VCAFO to develop the annual process for benchmarking under the Strategic Plan, rather than to produce the actual benchmarks themselves. CAB had expressed some confusion over this charge.	
SP WRITING GROUPS	Chair Hippensteele provided the group with an update about the Strategic Plan Writing Group's revision progress. Second meetings among the writing groups themselves are being implemented. After all four	

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	writing groups have completed revisions to their assigned sections, the revisions will be sent to all of the participants to ensure that everyone's revisions are reflected in the final draft. Hippensteele is working with Cutshaw on the revision of the process flow chart	
COURSE NUMBERING	Chair Hippensteele noted that the ACCSFC further discussed the issue of consistency in course numbering across the system. It seems that the UH System VPAPP has tried to limit the number of courses considered for consistent numbering to General Education courses without consulting the Articulation Committee. Gen Ed course numbering primarily impacts the Community Colleges and does not adequately address the concerns of the four-year institutions. There are a number of other courses, beyond the general education core, that are of concern to the four-year campuses and to various specific majors. Without addressing other course numbers, students may still be negatively impacted by not having the appropriate preparation for their intended major. The SEC believes that the discipline based committees should address all the courses if they are going to look at consistent course numbering.	
REORGANIZATION OF CAMPUS SERVICES	The SEC agreed to send the proposed reorganization to CAB.	<i>Will be referred to CAB.</i>
COMMITTEE STRUCTURE, WGGE TASK FORCE - UPDATE	<p>The Senate had formed the Working Group on Graduate Education to look at the range of issues relating to graduate education and to consider whether the Senate needs to form a standing committee to address graduate education issues at UHM.</p> <p>The SEC noted that without a standing committee to review graduate education issues in the past, these issues have been referred to CAPP or COR. These committees may not be appropriate to review graduate education issues. The SEC discussed a possible committee structure of both Senate and administration appointed members, like that of the General Education Committee (GEC) or the Manoa Assessment Committee (MAC). Perhaps a structure like this would be helpful to address issues of graduate education and quality review.</p> <p>Since the traditional members of the Graduate Council have not been meeting or communicating as much as in the past, there will be an effort to have another joint meeting of WGGE and Grad Council.</p> <p>The SEC recognized that some of the resource reallocation issues regarding support for graduate students are being addressed in the UHM Strategic Plan.</p>	
BANNER – MIDTERM GRADES & WAIT-LISTING	<p>Chair Hippensteele noted that the VCAA's office wants to be able to post mid-term grades on banner and to waitlist students electronically using banner.</p> <p>The wait-listing function will only be implemented for summer session, and regular semesters, but will only be functional until the first day of classes. The SEC discussed the benefits of implementing an electronic wait-listing function using banner, but questioned Banner's overall technical reliability and its inability to distinguish between students with a greater need to enroll in certain classes, such as required courses. Instructor approval can be used in such cases.</p> <p>The SEC discussed the need for posting mid-term grades on Laulima, and expressed concern about who will be able to access these grades. The SEC noted that posting of mid-term grades on Laulima may be beneficial for academic advisers.</p>	<i>Posting of mid-term grades and electronic wait-listing on Banner will be referred to CAPP.</i>

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EFFECTIVENESS OF COMMITTEES AND MEETING CHARGES	There have been some problems with committees not addressing the charges that have been sent to them. There have also been some issues with committees not meeting with the appropriate administrators or SEC Liaisons. The SEC discussed solutions to this issue, and it was recommended that we try to meet with all committee chairs monthly, perhaps prior to the monthly Senate meeting.	<i>Chair Hippensteele will e-mail the committee chairs to request their presence at these Chair/SEC meetings</i>
GOOGLE MAIL AND OTHER INFORMATION SYSTEM ISSUES.	<p>Lassner has expressed a reluctance to provide any additional information about Google mail to the Senate. Lassner provided the Senate with a white paper over a year ago. Hippensteele noted that this report was not a review of cost and benefit and did not address issues of privacy and security in the system. It was also noted again that the Kualii group has not met recently, and that it doesn't include appropriate user representation.</p> <p>The UH System offices and students have already been moved to Google mail, but the UHM campus has not agreed to this.</p> <p>There is additional concern that the UH System is insensitive to appropriate shared governance. The discussion moved to appointments by VCs to administrative duties, especially the search process and qualifications.</p>	
COMMITTEE REPORTS	<p>1. CAB CAB has been discussing the issue of I vs R faculty.</p> <p>CAB is also charged with working with the VCAFO to produce a policy about handing reorganizations while the Senate is not in session. VCAFO Cutshaw has proposed new wording about the timing of reorganizations during the off-duty period, which would defer reorganizations during this time. CAB did not resolve the issue, but it seems that the VCAFO intends to change the wording to accommodate the faculty's concerns.</p> <p>2. COR COR will meet Feb 9. The liaison will follow up to see if the RTRF policies have been provided.</p> <p>3. GenEd Gen Ed will be meeting this week. The liaison will take the course numbering issue to them.</p> <p>4. CPM CPM reported on fellowship stipends for faculty to the Senate, but no action was taken because quorum was lost.</p> <p>They also discussed the issue of 9- versus 11-month faculty and wanted to consult with UHPA because these are defined in the contract. Some of the senior SEC members recounted the history of creating R faculty positions in the 1960s to transition from a teaching focused institution to a research oriented university. Particularly in astronomy and other research units, R faculty members were hired with the expectation that they would do research, obtain research funding, and have no teaching responsibilities. However, over the years, instructional faculty members have been required to do more and more research. Some R faculty members have also wanted to take on instructional responsibilities, particularly supervising graduate students, and also sometimes teaching traditional undergraduate or graduate</p>	

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	<p>classes. The administration has raised questions about R faculty who may not be bringing in external grants, but cannot be assigned teaching responsibilities.</p> <p>CPM continues to discuss changes in T&P guideline.</p> <p>CPM also addressed the issue of complementary athletic tickets. COA minutes show that the Athletics Dept has started to report such tickets as taxable income. Therefore, CPM feels there is no further need for Senate action on this issue.</p> <p>5. MAC MAC is working on the high fail course issues. They are working well to address the problems and are discussing assessment issues with experts and coordinators at the departmental level. However, there are political concerns about identifying any problems with particular units, department or faculty. Hippensteele believes that presenting time series data to departments to help them determine how to address the problems at the departmental level is necessary. The members of MAC are in the process of meeting with the departments concerned, which include math, philosophy, and psychology. While things are on-going, progress is being made.</p> <p>6. COA Julie Patriarchy attended the national COIA meeting. While there are policies to address this, the challenges of athletes being able to maintain their academic progress while on the road are being handled on a case by case basis. It really depends on the student and the course of study that the athlete is taking. Students are supposed to discuss their planned absence at the beginning of the semester with the instructor. It seems some sports/coaches seem to be good at this, while others are not. Some coaches tell the players that they won't be penalized for not attending class, but this is the prerogative of the faculty teaching the class. There might be some creative ways to help the students who will be away, such as video-taping lectures, sending note takers, etc. Other suggestions raised were coordinating with CIS to help with this. There have been some problems with student athletes' exams not being appropriately proctored.</p> <p>It was noted that the NCAA review committee work should be addressed.</p>	
FEB 16 CONGRESS/ MFS MEETING AGENDA ITEMS	Chair Hippensteele will invite the UHM administration's legislative representative to address the Senate at its February meeting. The SEC will review the draft agenda for the February meeting at its next meeting.	
ADJOURNMENT	The meeting was adjourned at 5:45 pm.	