

Draft minutes

Mānoa Faculty Senate Executive Committee

Monday – August 25, 2008; Hawaiili Hall 208

Present: Wakayama, Crookes, Hilgers, Ross, Tiles, Crosby, Chin, Keil

2:30 SEC meeting

1) Minutes of previous two meetings were approved.

2) SEC discussed a written response to the Chancellor and VCs concerning content and points of agreement of the recent UHM Administration-SEC “advance”.

3) New Deans will be invited to be introduced to the Faculty at the next Faculty Senate meeting. (Wakayama will obtain a list.)

4) Report on MET meeting.

5) Report on BoR meeting (attended by Ross, Chin, and Keil). (a) Musto reported that a proposal from the union side had gone forward and not been responded to; UHPA is concerned that there might be a finding of an impasse (and the word ‘strike’ was mentioned). (b) President’s Report – enrolment System +5.5%, CCs +20%, UHM -3%. (c) Helen Cox new Chancellor Kāuāi CC (d) 150 new fac members, of which 80 were at UHM (e) budget discussion emphasized Repair, Renewal, and Replacement (f) \$10m on Program Change initiatives for the entire system, with 3 allowed each campus (g) Johnsrud reported on the priorities modifying the UH System Strategic Plan. There was discussion also of the point that CCs have a legislative mechanism whereby they automatically get more money if they have extra students; the other parts of the System do not.

6) Report on ACCFSC meeting. (SEC notes that UHM is not being adequately marketed, but has encountered excellent hard copy brochures promoting UHH...) UH System president might be inclined to use the existence of ACCFSC as a means to claim consultation with the university as a whole. The ACCFSC insisted to VP Johnsrud that consultation with ACCFSC could not stand in for this.

The ACCFSC believes, and SEC agrees, that there must be faculty representation in the search for the next UH System president. A press for this must be coordinated. ACCFSC will put this position forward; SEC will look for venues by which to support this.

7) Further discussion of ongoing developments with TIM.

8) A draft of a revision of the existing BoR policies on post-doc policy matters will be referred to COR and CPM.

9) Facilities Planning Board

VC Cutshaw's request for faculty to sit on a facilities planning board will be referred to CFS along with recommendations from SEC.

10) Standing committees reminders for first meeting and selection of chairs.
SEC secretary Charlotte Mitsutani has updated email lists for each standing committee. Liaisons must alert their members to their standing, propose a day and time for first meeting, at which Chairs must be elected. This must happen prior to our first Senate meeting on September 17, as the Chairs will be introduced to the Senate.

11) Faculty Senate meeting procedures.
SEC discussed how to cut back on the amount of paper used at Fac Sen meetings. SEC will ask Senators how many need hard copy and how many are willing to utilize electronic copies of documents circulated prior to Fac Sen meetings.

3:30 Meeting with Interim VC Quigley

a) WASC Update

Interim VCAA Quigley gave a presentation on the state of our WASC preparations. SEC members later noted that this was substantially the same presentation we had seen last spring. Quigley positioned this presentation in the context of concern about the UHM planning process.

(Currently we are in the Proposal Capacity Preparatory Review stage.

The details can be found at www.manoa.hawaii.edu/wasc/cpr)

Quigley is very concerned about UHM's likely failure to comply with Standards 4.4. and 4.5. The first of these concerns a coherent planning process; the second concerns institutional research.

SEC members replied referring to the Institutional Plan associated with the "Defining our Destiny" document. They also emphasized the rapid turnover of administrative staff and the legislative environment that have prevented, for years, a coherent planning process. They also commented on the large amounts of faculty time that been spent, fruitlessly, on efforts to reform the CoPR process.

b) Update on activities of assessment office

The SEC was introduced to the two staffers of the Manoa Assessment Office, Dr. Monica Stitt-Berg (previously Manoa Writing Program) and Dr. Marlene Lowe (previously institutional research, UHWO). They reported that VC Quigley was directing their initial activities, which had included meeting with the assessment coordinators of the various colleges, and the Acting Assistant VCAA had given them some lines to follow concerning weaknesses ("dings") in assessment that had previously been identified by WASC (including at the College of Hawaiian Knowledge, and Dept of Theater and Dance). They have met with the GEC and have provided workshops or orientation to new TAs and new faculty. They have worked on the development of a rubric to be used in the Dept of English, in consultation with English faculty; and one for an area within General Education. They are working on workshops with OFDAS staff on creating curriculum assessment plans and curriculum mapping.

It was noted that the current WASC Institutional Proposal refers to the Manoa Assessment Office with an entirely different title; this is a minor problem that should nevertheless be addressed. But maybe it will be resolved following the hiring of a faculty director for the MAO.

As originally planned in the Fac Sen Task Force report on academic assessment, there needs to be a Faculty Senate standing committee to work with the Manoa Assessment Office (MAO, or Manoa Office of Assessment [MOA]). SEC discussed how it will move forward to set up this standing committee with speed (now that the staffers for this "office" are in place).

5:10 SEC meeting continued with SEC business

12) Faculty were recommended and approved for four boards of the GEC.

13) Request for faculty representation was received from a UHM staffer (the Interim Director of Judicial Affairs) on the faculty grievance committee and the student conduct committee. This will be referred to the Committee on Faculty Service. However, in addition the request, dated Aug 8, received today, was accompanied by a demand for a response by Sept 8, with a threat that without a response, faculty would be appointed unilaterally. SEC will respond explaining that this kind of timeline is not acceptable.