

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: February 7, 2011

ATTENDANCE:

Susan Hippensteele (Chair)	X	Martin Rayner	X	Kristin Herrick, Staff	X	Chancellor Hinshaw	Greg Takayama
Lilikala Kame`eleihiwa	X	Halina Zaleski	X			VCGRE Ostrander	
Shirley Daniel	X	David Duffy	X			VCAA Dasenbrock	
Rosanne Harrigan	E					VCSA Hernandez	
						VCAFO Cutshaw	X

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:05 pm in Hawaii Hall 208.	
VCAFO CUTSHAW	<p><u>REVISED BOR POLICIES</u> VCAFO Cutshaw briefly provided an overview of the hierarchy of the system rules and policies in light of the BOR's proposed revisions.</p> <p><u>LEGISLATURE/ BUDGET</u> VCAFO Cutshaw asked to speak to the SEC about three bills that are currently moving through the legislature that may alter UH's fiscal procedures. These can be viewed at http://www.capitol.hawaii.gov/session2011/default.asp</p> <ol style="list-style-type: none"> 1. Senate Bill 120; 2. Senate Bill 1212; and 3. Senate Bill 1419. <p>VCAFO Cutshaw began by providing an overview of Senate Bill 120, a proposed legislative bill to repeal state special and revolving funds and sweep their balances. She also provided an overview of Senate Bill 1419, which would repeal all special and revolving funds and zero-out their balances and limit any new funds to a five year duration after which their balances would be swept. Fund administrators will be required to submit an annual budget request to continue the program. Senate Bill 1212 repeals University of Hawaii autonomy.</p> <p>VCAFO Cutshaw noted that there is a Senate Ways and Means hearing this Thursday at 9:00 am in</p>	<p><i>VCAFO Cutshaw will notify the SEC of an action strategy, if necessary, after the legislative hearing.</i></p>

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	<p>Conference Room 211 at which they will discuss Senate Bill 120.</p> <p>VCAFO Cutshaw provided and explained three documents that she plans to present at Thursday's hearing. The SEC reviewed the schedules provided.</p> <ol style="list-style-type: none"> 1. Unencumbered Ending Cash Balances of Legal Authority for Special Funds FY 2011 v FY 2011; 2. Allocated Fund Distribution: June 30, 2010; and 3. Special Funds: Carry-Forward Summary. <p>As VCAFO Cutshaw explained, these handouts provided details of carryovers by accounts and a chart/graphic of allocated fund distribution as of June 30, 2010. She noted that, technically, revolving funds are to be self-sufficient and not receive general funds and that the state auditor had previously criticized UH for mixing such funds, particularly for Athletics.</p> <p>VCAFO Cutshaw noted that UHM can explain and defend all their balances if needed. However, the issue is bigger than UHM, and even the UH System.</p> <p>The SEC asked for a relative measure of the amount of the carryovers, and the VC noted that carryover amounts are approximately 2% of the budgets for the various operations. It was suggested that an analysis of the magnitude of the carryover by fund be prepared, and a case made that it is reasonable for UH to carryover up to 5% or 10% of the annual operating needs for each revolving and special fund. The VC thanked the SEC for this suggestion, and will present this data to the legislature on Thursday.</p> <p>Further discussion included the definition of special and revolving funds, and the general State legislative and budgetary climate. Also discussed was the issue of autonomy of the UH system, and the credibility of collection of fees from students.</p> <p style="padding-left: 40px;">Particularly, the SEC discussed the legal implications of changing the statute to sweep particular funds that were collected for a defined purpose under the original statute, since individuals contributed to these funds with the understanding that the money was to be used for a particular purpose. Sweeping of money collected for different purposes particularly concerns the SEC. This would create incentives for the legislature to mismanage their funds, and does not ensure accountability or transparency.</p> <p>The SEC also suggested that VCAFO Cutshaw make an argument at the legislature based on a reduction in federal funding. VCAFO Cutshaw noted that it is difficult to estimate how much our budget will be cut due to cuts in federal funding, but that she will make a prediction and bring this up on Thursday.</p> <p>The SEC noted that sweeping unspent balances provides incentives to spend down funds and not be responsible in their fiscal management.</p> <p>The SEC thanked VC Cutshaw for her willingness to provide such information, and offered to help in whatever way they could.</p>	

SEC minutes of February 7, 2011

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APPROVAL OF MINUTES	The SEC voted to approve the 1/31/2011 SEC minutes, as amended.	<i>KH will post to the website.</i>
OLD BUSINESS	<p><u>Pre-MFS Meeting with Committee Chair</u> Two Committee Chairs have voiced opposition to the SEC/Committee Chair meeting before the Senate meetings. While some committee chairs are reluctant to schedule another meeting, the need to meet was discussed with them. The SEC recommended that at least one meeting be held this month to help coordinate committee activities and encourage all committees to address their charges.</p>	<i>Chair Hippensteele will e-mail the committee chairs to explain the need for a meeting and inform them of the location.</i>
FEB 16 CONGRESS/ MFS MEETING AGENDA ITEMS	<p>The SEC discussed the proposed Faculty Senate/Congress agenda for the 2/16 meeting that was provided by Chair Hippensteele.</p> <p>One item to be added to the Chair's report is that the SEC had requested a report on the Google Mail proposal from VP Lassner, but he declined to provide additional information.</p> <p><u>Thomas Grande Request</u> The SEC discussed what announcement should be made regarding the UH information security breach. It was agreed that helpful information to assist faculty in protecting their identity and credit was appropriate. However the SEC does not want to allow the attorney who has filed a class action suit with the alumni to formally address the Senate, especially due to the Senate's extremely busy schedule this semester.</p> <p>It was also suggested that the senate be informed of the BOR policy changes proposed, and a link to the website be provided. We have been asked to respond by Feb 28.</p>	<i>Chair Hippensteele will tell the Senate where to access information about the security breach, and will brief the faculty about credit checks.</i>
VCAFO UPDATE	VCAFO Cutshaw reentered the room, and announced that MRC Greenwood will provide testimony for the UH as a System broadly at the hearing on Thursday. No additional testimony or action by the UHMFS is requested at this time.	
COMMITTEE REPORTS	<p>1. COR COR will meet later this week. At its last meeting, COR addressed the RTRF issue, as well as the undergraduate research charge. Concerning RTRF, COR did get data from a number of units, and has spoken to Kathy Cutshaw who will request data from those units who have not responded. COR also set up a sub-group on undergraduate education after much debate about whether or not a subgroup would be the most efficient way of completing this charge.</p> <p>2. CSA CSA discussed the Kipnis proposal at length and thought that in general a freshman experience would be a good thing but some thought that collecting information about why students leave the university should be done before moving ahead with a formal plan. Chair Hippensteele noted that this was done a few years ago, so there is a methodology that might even be available online. It was noted that coordination of this type of activity is a good reason for committee chairs to meet.</p> <p>3. MAC MAC will meet next week.</p>	

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	<p>4. COA Liaison Rayner received an e-mail telling him that COA was to meet last Wednesday, but they didn't show up. He later discovered that the e-mail was wrong and that their meeting is this Wednesday.</p> <p>5. CFS CFS has two amendments that will be voted on at Congress. Liaison Rayner has agreed to present the proposals on behalf of CFS because the Chair will be absent from the February Senate meeting. CFS will be asked to follow up with senate appointees to various administration committees to make sure that they report back to the senate regarding the activities of the committees to which they are assigned.</p> <p>6. CPM CPM is working on an evaluation of administrators. They are examining models from other universities and past ideas from CAB. When they have a model, they will coordinate with CAB.</p> <p>7. MAC/GenEd/CSA: High Fail Courses MAC and GenEd are also looking at high fail courses, particularly math courses. CSA is also concerned with this issue. Chair Hippensteele noted that the math department has some data about student success (from UHM, CCs and other IHEs) in upper division math classes, but this analysis has not been included in their assessment report.</p> <p>8. Since the CAPP liaison is not available, David Duffy will go their meeting.</p>	
BOR POLICY	<p>The SEC discussed the proposed changes in the BOR policies that were transmitted to the ACCFSC for comments.</p> <p>Chair Hippensteele asked the SEC to send the pertinent chapters to the appropriate committees for comment. The redline version might be the easiest to review. CAB will look at the entire policy change proposal, but each committee might have concerns with certain provisions.</p> <p>Chair Hippensteele also expressed concern that the BOR policy is eliminated or delegated to the administration before new policies are developed at that level. It was agreed that some of the old policies are too detailed to be practical. However, the proposed policies are also confusing.</p> <p>There is also concern that the turnaround time is inadequate. ACCFSC has expressed their concern about this, as well.</p> <p>The matter will also be brought to the attention of the full Senate, and a link put on the Senate website.</p>	<p><i>The following sections of the BOR revisions will be assigned to committees:</i></p> <p>1 – SEC 5 – CAPP 6 – CSA 7 – CSA 8 – CAB (plus all other sections) 9 – CPM 12 -- COR</p>
SEC ALTERNATES	Hippensteele noted that Rosanne Harrigan continues to have health problems, and has not been able to meet with her committee – CAPP. There was a discussion of how to cover the liaison duties while she is ill. The SEC is still unsure of the severity of her condition.	

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ADJOURNMENT	Chair Hippensteele adjourned the meeting at 5:30 pm.	