

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: April 4, 2011

ATTENDANCE:

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

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:10 pm in Hawaii Hall 208. VCAA Dasenbrock was scheduled to attend, but he is out of town.	
ANNOUNCEMENTS	<u>None</u>	
CHAIR'S REPORT	<u>SB 120</u> The House Finance Committee is scheduled to hear SB 120 tomorrow. Hippensteele re-submitted revised testimony in opposition to the bill on behalf of the SEC. <u>Strategic Plan Benchmarking</u> Progress had been made on the strategic planning benchmarking process. The benchmarking templates were forwarded to VCAFO Cutshaw last week. It is important to move the process along to ensure enough time to collect base-line data this summer. <u>Kuali and Strategic Plan</u> Senator Daniel noted the need to convey the strategic plan benchmarks to VP CIO Lassner so that they can be incorporated into computerized reporting systems that are currently under development - such as the Kuali system. Hippensteele noted that Cutshaw will review documents submitted by the SEC and coordinate with Lassner. Daniel also noted that the administration will develop a university-specific name for the new Kuali system and solicited suggestions.	
ADMIN REPORT	Kristin provided the group with an updated copy of the 2010-11 committee charge spreadsheet and the incomplete committee charge word document.	

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	<p>A list of committees requiring MFS appointees was also provided, along with an updated list of new appointees to committees discussed at the last meeting. Committee appointees made subsequent to the last SEC meeting are as follows:</p> <ol style="list-style-type: none"> 1. <u>Honors Task Force</u>: Tom Pearson, Karl Heiner Dovermann, and Susan Hippensteele. 2. <u>Student Conduct Appellate Board</u>: Carole Petersen (appointee) and Eileen Herring (alternate) 3. <u>Academic Grievance Committee</u>: Fred Birkett, Aileen Duldulao, and Marja (Magi) Sarvimaeki (appointees); Rosemarie Woodruff and Angie Solomon (alternates). One more alternate must be appointed. <p>The SEC discussed possible representatives for various committees including the Manoa Sustainability Corps., the Campus Facilities Planning Board, the Awards Committee, and the Athletics Advisory Board.</p> <p>CFS's request for Manoa-wide committee volunteers generated over 35 faculty members who are willing to serve. This list will be used to make appointments to the above referenced committees and other committees as needs arise.</p>	<p><i>Hippensteele will contact faculty service volunteers to solicit members for the Campus Facilities Planning Board, the Awards Committee, and the Manoa Sustainability Corps.</i></p>
APPROVAL OF MINUTES	<p>The SEC voted to approve the 3/28/2011 minutes as corrected.</p>	<p><i>Kristin will post the revised 3/28 minutes to the website.</i></p>
OLD BUSINESS	<p><u>2011-12 Senate Executive Committee Election Results</u> Results of the 2011-12 SEC election were provided. CFS certified the results at its last meeting. SEC voted to certify the election results as provided. Ian Pagano, Bonnyjean Manini, Thomas Conway, and Richard Nettel will join the SEC in June.</p>	
NEW BUSINESS SEC initiatives	<p><u>SEC initiatives</u> Chair Hippensteele noted that she and Vice Chair Duffy have been discussing potential issues and charges for next year's senate and solicited feedback from the current SEC. Issues discussed are as follows:</p> <ol style="list-style-type: none"> 1. <u>Faculty/University Housing</u>: Many occupants have been living in University Housing longer than the original three (3) year limit. Several years ago, the Board placed a moratorium on evicting these individuals. The perception is that many can afford to move, particularly with the softening of the housing market. Trying to coerce faculty to vacate has been problematic in the past, and there are restrictions on how much the rent can be raised each year (3% limit each year from the baseline in the policy). This 'faculty housing' is now 'university housing' and is not limited to only UH-Manoa faculty and staff. This issue will need to be addressed by the Senate. 2. <u>CFS and the Legislature</u>: Another issue is how the senate might be more active in providing expertise and input to the legislature. One idea discussed by Chair Hippensteele and Elmer Kai is to have CFS work with Elmer's office to review proposed legislation in the fall prior to the legislative session in an attempt to identify legislation that impacts UH and faculty who might provide input or advice on all legislation - not just items that potentially impact UH. Early notice for such issues would be very helpful so that faculty have time to respond prior to before scheduling/class conflicts arise. Soliciting faculty involvement in non-UH legislation may also help further the relationship between UH and the community. 3. <u>Faculty Experts List</u>: Another option is to develop a list of faculty experts that might be available on the website. Greg Takayama and Elmer Kai have been developing a list of media contacts, but 	

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	<p>their list does not enable faculty to control the release of their information by enabling them to designate who can access the information (i.e. legislators v. media.)</p> <p>4. <u>Evaluation of Administrators</u>: The evaluation of administrators is an issue that will need to be carried forward. CPM has been working on this and has made significant progress, but is concerned about potential legal privacy issues. The SEC discussed many of the issues surrounding evaluation of administrators, including confidentiality, the objectivity of evaluators, and potential modifications of the current 360 system. Several options to address the potential legal issues were: (1) pre-release waivers in which administrators would waive their rights to confidentiality; (2) asking administrators to report the results themselves; (3) and expanding 360-review. It was noted that faculty are regularly evaluated by students, and their research reviewed by peers, and stringently reviewed by numerous committees and levels for tenure and promotion. Therefore, it is not unreasonable that administrators should be subject to evaluation. Another potential issue is that administrators may be evaluated based on perception, rather than <u>on quantifiable data and</u> criteria. It was agreed that this issue will be an ongoing item for the senate next year.</p> <p>5. <u>Movement of faculty</u>: Another issue deals with the decision making process for relocating faculty, particularly when their research might be affected. The SEC anticipates that the closing of Kewalo might come up again.</p> <p>6. <u>Strategic Plan</u>: Hippensteele noted that the WASC committee was quite impressed with the Strategic Plan, particularly the transparency of the benchmarking and budgeting processes. It is important that we get people appointed to the committees as soon as possible so that the plan will operate as hoped. The administration has proposed that standing committee chairs serve on the SPC, but the SEC is concerned that standing committee chairs may not have sufficient institutional memory to effectively serve in this capacity.</p> <p>7. <u>Possible extension of Senate terms</u>: Another item that the Senate may want to address next year is to the length of senate terms. Some problems have occurred because of senate turnover and loss of institutional memory on important committees. This can be a bigger issue with strategic planning benchmarking and budgeting, as well as other complex tasks.</p> <p>One SEC member is concerned that our committee charges may be too onerous. However, Chair Hippensteele noted that most committees appreciated the charges. The most important thing is that there is sufficient time for the committees to address their charges.</p> <p>The SEC agreed to invite the newly elected SEC members to attend the 4/11 SEC meeting with Chancellor Hinshaw in order to make a joint effort to populate standing committees for the 2011-12 term. It is important to appoint committees soon so that they can elect Chairs before summer.</p>	<p><i>Kristin will invite SEC members-elect to attend the 4/11 meeting.</i></p>
<p>NEW BUSINESS</p> <p>Outstanding items for the 2010-11 Session</p>	<p><u>Budget Task Force Report</u>: The Budget Task Force report is still outstanding. It is hoped that the issue will be brought to the senate in the April meeting. Senator Kame`eleihiwa is working on final revisions and anticipates a report at the April meeting.</p> <p><u>Gmail: Motion to Condemn the Process</u>: There is concern that the current e-mail system will not be adequately maintained, and therefore there is no choice but to convert to Gmail. It was decided that the SEC</p>	

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	<p>should propose a motion to condemn the process and not vote to approve or disapprove the conversion. This will be added to the April 20 Senate agenda.</p> <p><u>Issues for the April 20 Senate Meeting</u></p> <ol style="list-style-type: none"> 1. High fail Course Issue (MAC/CAPP) 2. Classroom Use Policy (CAPP) 3. Repeated Course Grading Options (CAPP) 4. Midterm Grade Report (motion to approve report must be voted on) (CAPP) 5. Resolution to Approve the Nursing Proposal (CAPP) 6. Budget Workgroup Report (motion to accept committee report) 7. Resolution to call for the Appointment of a Strategic Plan coordinator (SEC) 8. Motion to Condemn the Process for Migrating to Gmail (SEC) <p><u>Issues for the May 4 Senate Meeting</u></p> <ol style="list-style-type: none"> 1. Motion for Committee on Graduate Education (CORGE) 2. Centers (CAB/COR) 3. RTRF (COR). 	
<p>NEW BUSINESS</p> <p>Committee Reports</p>	<p><u>Committee Reports</u></p> <ol style="list-style-type: none"> 1. <u>CSA:</u> CSA will meet Wednesday. 1. <u>GEC:</u> GEC liaison missed the last meeting. 2. <u>CAPP:</u> CAPP meets next week. 3. <u>COA:</u> COA meets this Wednesday and will draft outstanding reports (i.e. complimentary ticket policy, collegiate paddling.) COA's items will likely be added to the May agenda. 4. <u>CAB:</u> CAB did not meet. 5. <u>COR:</u> COR will meet on 4/13 6. <u>CPM:</u> CPM will meet on 4/13 7. <u>MAC:</u> MAC is reviewing and finalizing their report on high fail courses, which is a MAC, GEC, CAPP combined effort. Recommendations are generally neutral – but MAC is making more specific recommendations – some concerning the need for resources (i.e. advising, altering the way classes are being taught etc.) <p>Senator Daniel reported that the Kuali committee is hoping to implement the COEUS research system starting in fall. It was recommended that input to the system be sought from the COR and UHARI members prior to implementation.</p>	
<p>ADJOURNMENT</p>	<p>The meeting adjourned at 5:00 p.m.</p>	