

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: February 21, 2011

ATTENDANCE:

Susan Hippensteele (Chair)	X	Martin Rayner	X	Kristin Herrick, Staff	E	Chancellor Hinshaw	Greg Takayama
Lilikala Kame`eleihiwa	X	Halina Zaleski	X			VCRGE Ostrander	
Shirley Daniel	E	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 3:05 pm in Hawaii Hall 208.	
CHAIR'S REPORT	<p>Deadline on BOR policy revisions: Keith Amamiya indicated that Howard Karr and MRC want to bring the policy revisions to the Board in March because there are big items on the agenda for the April and May meetings. Keith did also note that we are free to come to the March meeting with objections to the short turnaround time. We discussed the problem of executive policies not being updated and have been assured we will have opportunities to comment as updates are made.</p> <p>Susan will be out of state during the March 17 BOR meeting but can draft written testimony which we can either submit or ask David to read if we are not able to complete our review of chapters.</p> <p>Keith Amamiya indicated that he has received lots of complaints about MRC's housing allowance as a result of the newspaper article.</p>	<p><i>Liaisons will contact committee chairs and let them know that the deadline for review is extended only to March 4, which means SEC needs it no later than Feb 28 so Susan has time to compile and submit.</i></p>
APPROVAL OF MINUTES	The SEC voted to approve the 2/7/2011 minutes as amended.	<i>KH will post to the website.</i>
SENATE SECRETARY	Halina Zaleski agreed to serve as Senate Secretary for the remainder of the academic year, because Rosanne Harrigan is not available.	<i>Halina will be bribed with chocolate.</i>
MEETING WITH COMMITTEE CHAIRS/ SEC	Two Committee Chairs indicated the meeting was valuable and would like to continue the meetings and perhaps make them longer. SEC also found the meeting useful. Having regular meetings should reduce the backlog of discussion items so longer meetings are not needed.	<i>The meetings with Committee Chairs will be continued at 2 pm for the rest of the semester.</i>

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UH FUNDING RALLY	The Chair has discussed strategy with JN Musto, John Radcliffe and MRC Greenwood. Our focus should be on broad issues affecting education and not just on UH. We have been advised to wait and see what the Governor's budget looks like because indications are that he is generally supportive of education. A rally can be kept as a back-up plan if providing testimony is not effective. Questions were raised regarding the plans of legislators.	<i>The Rally will be kept on hold.</i>
WGGE PROPOSAL	<p>Ron Bontekoe has asked whether the WGGE should develop a proposal for a standing committee on graduate education similar in structure to MAC or GenEd. Chair Hippensteele met with Gary Ostrander and Pat Cooper to discuss their concerns and ideas. Any proposed committee should facilitate planning rather than becoming a barrier, and has to work effectively with administration. In the past Graduate Division has controlled the Graduate Council and so obtained very predictable results. Last year the Senate focused on proper process and preventing work-around, and this may have affected administrator and Senator perceptions of each other. It was noted that the changes to the rules for graduate student tuition waivers should have come through the Senate. Any structure or process should be planned for the long term and be independent of personalities. Pat Cooper is expected to retire in two years.</p> <p>The Graduate Council meets at most twice a semester. Proposed new graduate programs are reviewed by the Graduate Council. Currently the Graduate Council has two Senate appointees; they have not, however, reported back to the Senate. (Lack of reporting is a general problem among Senate appointees to committees.) Program review is not done by the Graduate Council, but is done by the VCAA along with undergraduate program review. There are requirements for proposed graduate programs, such as having enough faculty. New programs are reviewed after five years, before becoming permanent. Existing programs are reviewed every seven years. There is no systematic means of tracking the success of students after obtaining their degrees.</p> <p>The need and extent of faculty governance of graduate education was considered. BOR policy recognizes faculty academic senate responsibility for academic policy for both graduate and undergraduate education. Issues to be considered by a Senate Committee would include review of new program proposals, and review of existing programs. Currently there is great variability among graduate programs, ranging from those with open admissions and low employment success of graduates to very competitive programs. It is difficult for CAPP to handle such issues because their expertise is primarily in undergraduate programs. The Senate should focus on the big picture, and not the details of reviews and implementation.</p> <p>Proposal 1. Continue the current Graduate Council but institute term limits. The Grad Council already has term limits, but depends on recommendations of Graduate Chairs from the Deans, so does not always get new people. It seems that some Deans do not send out calls for Graduate Chairs willing to serve, but just reappoint the same people. Rotating service on the Graduate Council can provide valuable perspectives for Graduate Chairs. There would need to be an SEC liaison on the Graduate Council to ensure that issues are referred to the Senate when appropriate.</p> <p>Proposal 2. Create a new Senate Committee on Graduate Education. This would require a bylaw change. There was concern about having enough Senators to populate one more committee. Using a committee</p>	<p><i>Kristen will find and communicate the policy on Senate appointees reporting back to the Senate.</i></p> <p><i>The SEC will continue to develop Proposals 3 and 4 to address Graduate Education.</i></p> <p><i>COR will determine the bylaw amendments needed to change it to CORGE, including to the title and duties, and to the make-up to include Graduate Chairs.</i></p>

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	<p>structure similar to the one used for MAC and GenEd might be most effective. Such a committee might consist of two Senators serving as Chair and Vice-Chair, Graduate Chairs representing different academic areas and types of programs, and permanent ex officio members from Graduate Division.</p> <p>Proposal 3. Continue the Graduate Council, but have the Senate Committee on Faculty Service rather than the Deans recommend Graduate Chairs to serve on it. The Graduate Chairs would represent different academic areas and types of programs. The Graduate Council would include two Senators, who would serve as co-chair (with the Head of Graduate Division) and vice chair. To ensure that issues are referred to the SEC when appropriate, there should be an SEC liaison. The Graduate Council should also have a liaison from the CORGE suggested in Proposal 4. Graduate Division representatives would serve as permanent ex officio members.</p> <p>Proposal 4. Reorganize the Committee on Research as the Committee on Research and Graduate Education. This would parallel the VCRGE's areas of responsibility. This Committee would review proposed graduate programs, as well as addressing issues referred by the SEC and the VCRGE. The Committee would develop program review matrices rather than conducting program reviews. Workload would be controlled by referring effectively. Bylaw changes will be needed to the title and duties of COR, and to the make-up to include Graduate Chairs.</p>	
LEGISLATIVE STRATEGY	Faculty engagement with the Legislature is valued. In particular, the Legislature has a need for faculty expertise. Elmer Kaai will create a list of needs for experts. The SEC will solicit faculty and Senators to populate the list. Faculty can provide written testimony if they are unable to attend hearings. A request has been sent for faculty to serve on Boards and Commissions, and eight have already responded.	<i>The SEC will solicit faculty to populate the list of needs for expertise.</i>
MIEC MEMBERSHIP	The MIEC is the Manoa International Education Committee. The Committee met, but its agenda was not communicated and its purpose was not made clear. Last year a committee chaired by Avi Soifer was formed to recommend a structure for international programs, but could not agree on recommendations. Senate members on MIEC are Bob Cooney (originally from COR), Sarita Rai (CAPP), and David Ericson (CAB). The MIEC needs to function effectively and be more than a rubber stamp for administrative decisions. The MIEC was convened to coordinate the recommended dispersed structure for international education, which replaced the Office and Associate Vice Chancellor for International Education in the VCAA's office. Bob Cooney is now on the SEC rather than COR, but the SEC decided not to replace him on MIEC because we are close to the end of the academic year.	<i>Halina/Kristen will find previous discussion on this in the SEC minutes and forward to the SEC.</i>
COMMITTEE REPORTS	<p>1. GenEd</p> <ul style="list-style-type: none"> • Freshman Colloquia: GenEd has listed seven concerns and is not recommending implementation of this proposal. Their concerns include the use of large classes, needs already met by the GenEd program, availability of existing programs for freshmen, etc. • High Fail Courses: GenEd has discussed high fail courses with the Math Department. These include any courses with high DFW rates. There are also problems with high DFW in the unit mastery course in Psychology, which also is a money-maker for the Department. Reasons for the problems need to be explored, including the reasons for different DFW rates in different semesters and years. Math tutoring through the Sinclair Student Success Center have raised averages by 1 ½ grades for students that take advantage of it. 	<p><i>Lilikala will send the GenEd report and concerns to the SEC.</i></p> <p><i>GenEd will continue to address high fail courses</i></p>

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	<ul style="list-style-type: none"> • Articulation: Articulation should be designed so that students are prepared for further work. If CC students need more time to cover material, the second course in a two course sequence at the CC could be articulated with the corresponding Manoa course. Manoa can change course number, for example by using higher number for courses that are more advanced than the courses available at CCs. Articulation discussions need to be discipline-specific. <p>2. COA</p> <ul style="list-style-type: none"> • Costs: Julia Patriarche has collected information on the procedures for COIA analysis of costs per athlete and has obtained their breakdown of UH athletics costs. This needs detailed analysis by COA 	
CLUSTER HIRES	<p>Chair Hippensteele forwarded the first set of comments received to the Chancellor. Her response indicated that some positions would be on soft money and some would be permanent, the language will change to a priority on native Hawaiian scholarship rather than programs, the separate winnowing and feedback by the coordinators is desired, and a faculty evaluation process is needed for faculty with joint hires in more than one department or college. Further changes were proposed by the SEC. The priority should be on native Hawaiian scholars rather than scholarship, to make it clear that the intent is to hire native Hawaiians. A process already exists for evaluating faculty with joint appointments and should be used. Developing an evaluation process for the success of the cluster hire program is needed. If the cluster hires are not permanent tenure-track positions, it will be hard to attract the best applicants.</p> <p>The cluster hires proposal is consistent with strategic plan in its focus on native Hawaiians and sustainability. The process requires addressing UHM performance goals, so these should be one the web and easy to access. Linking to the strategic plan will increase the likelihood of the proposals being continued if there are administrative changes. Soft-money positions are easy to sweep.</p> <p>March 28 is a short deadline, but having decisions made this semester will enable a fall search process. This is consistent with the timeline envisioned for annual initiatives.</p> <p>There is no evidence from other universities that cluster hires work. Cluster hires appear similar to setting up centers, and might be most effective if they are used to attract existing groups of collaborators.</p> <p>The strategic planning committee will need to tie the process to the flowchart that Kathy Cutshaw is revising, and to review whether the process works. The Chancellor has agreed in principle to the revised flowchart. CAB should provide input on the processes units use for reporting so we get useful data. Reporting should include the locus of the new positions. Transparency is needed.</p> <p>The funding for the cluster hires will come from sweeping 25% of the funding from positions vacated by faculty retiring after January 1, 2011. Because a large number of faculty retired on December 31, 2010, it is unclear whether many will retire this semester. The funding for the cluster hires is not yet available. The impact of state and federal budget cuts on availability of funds is unknown.</p> <p>Should the Chancellor have to honor the commitment by Englert to provide 17 positions for native</p>	<p><i>Chair Hippensteele will send all suggestions to the Chancellor this evening.</i></p> <p><i>The Chair will send the flowchart to the SEC when it is finished.</i></p> <p><i>Lilikala will find the written commitment made by Englert.</i></p>

SEC minutes of February 21, 2011

SUBJECT	DISCUSSION	ACTION/STRATEGY
	Hawaiians? A paper trail is needed to show a written commitment.	
ADJOURNMENT	Chair Hippensteele adjourned the meeting at 5:15 pm.	