

**Faculty Senate**  
Executive Committee  
Meeting Minutes

Meeting Date: November 15, 2010

Attendance:

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

Subject	Discussion	Action/Strategy
<b>Call to order</b>	Meeting commenced at 3 p.m.  Minutes from Nov 8 Sec meeting were approved as revised.	
<b>Chairs Report</b>	ACCFSC will meet this Friday.  The SEC discussed the timing of our retreat with the administration and the potential workshop on budgeting.	Liaisons will contact committee chairs to respond with available times.
<b>Senate meeting agenda and format and posting of agendas going forward</b>	We need to try to post agendas one week in advance. We have to encourage the committee chairs to help make this possible in the spring.  For the Nov. 17 meeting, Assist. VC Hafner will present some information about facilities at the beginning of the meeting. A few earlier items have been postponed until the Dec meeting, so the agenda for Nov is more achievable.	Liaisons will discuss scheduling with committee chairs.
<b>Recruitment of Native Hawaiian faculty and students</b>	The issue of recruiting more Native Hawaiian students and faculty was raised. The strategic plan has identified this as a priority and we need to develop programs to address this. If the number of Native Hawaiian students exceeds 10% we are eligible for additional federal grants. There are an estimated 800 Ph.d.s nationwide who could be a pool of applicants for recruitment. One possibility is to identify where these Ph.D.s are and what would motivate them to return to Hawai'i and to join the Manoa faculty.  One department had success obtaining applicants by sending to Native Hawaiian listserves. Other ideas discussed included working with the OHA newsletter to distribute ads, and integrating the process of posting on WorkatUH with posting in the OHA newsletter or similar outlets.	

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	<p>Recruitment efforts could be rewarded by establishing a pool of tenure track positions for Native Hawaiians that would generate an additional position for depts./units if they hired a Native Hawaiian. These positions would revert to the pool if the Native Hawaiian were to leave or retire.</p> <p>Increasing the number of Native Hawaiians might be an issue for CPM. However the group feels that some administrative tools and support might be at least initially more effective.</p> <p>There may also be other state models where students were funded to get their Ph.d.s on condition that they come back to their home state to serve/teach.</p>	
<b>SEC roles</b>	<p>The SEC discussed the various issues of the SEC members representing the Senate versus their units versus their own personal points of view.</p>	
<b>Meeting VCAA Dasenbrock</b>	<p>VC Dasenbrock entered the room at 4 p.m. He passed out an Oct 28 memo that was discussed with the Academic Affairs Deans regarding recurring money requests. The priorities noted in the memo address required and gateway courses and structural budget problems. He is trying to develop a model whereby units are sensitive to enrollment, so that there is a linkage between budgets and enrollment.</p> <p>One case was reported where a person was hired when it seemed that there was not a large student demand for the area. VCAA noted that his office does not try to second guess department and Dean hiring requests, and enrollments are not the only criteria considered.</p> <p>One SEC member noted that program review should help address this. The VCAA noted that he doesn't want to set up too much bureaucracy. He recounted another example where he worked with a unit to try to accelerate hiring in a high demand area and to revise the recruitment in another area.</p> <p>The group discussed the desirability of asking units and departments to develop a 5 year plan. The VCAA made it clear that his memo addresses specific priorities that are more campus-wide and advances short-term hiring plans to address these priorities.</p> <p>The VCAA noted that positions that are vacated by retirement by 12/31/10 still are controlled by deans. After that the positions will be controlled by the UHM administration. This will allow redistribution of resources to fill strategic needs or do cluster hires. The Chancellor has identified 2 clusters she would like to prioritize: Native Hawaiian and Sustainability.</p> <p>His memo addresses his priorities for new monies.</p>	<p>Long range staffing for GenEd will be discussed in the future.</p>

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	<p>The SEC brought up the issue we previously discussed about how to encourage more hiring of Native Hawaiians. Reed noted that this was not his goal in the memo under discussion, but rather an enrollment management oriented approach. He noted that the enrollment planning group has not brought up concrete suggestions to address this issue, and he was disappointed about this. Some other groups on the enrollment planning groups had better ideas on transfer of students and other measures to increase efficient progress of students through school, and these initiatives would be helpful to Hawaiian students.</p> <p>The SEC asked whether the proposed new budgets might fund tutors or other support to help students successfully complete required and gateway courses. The VCAA noted that yes, that might be a use, although he didn't hold back funds for this. He described the student success fellowships that were funded previously, and noted that Ron Cambra is handling the RFP for this program.</p> <p>The VCAA also noted that there are a number of programs identified in the EER that try to address improving recruitment and student success for Native Hawaiians and other underrepresented groups. He believes that we need to more closely examine what happens in specific courses so that we can address the obstacles to success.</p> <p>The SEC inquired about the total required courses to graduate. The VCAA noted that the average student takes about 147 credits, even if the required number of courses to graduate is under 130.</p> <p>The VCAA noted that many students are not able to get the courses they want so they only take 12 credits. He said that Manoa now has 4 year plans for most majors on the website and this has improved the throughput of students. However, many students don't believe these plans are realistically achievable.</p> <p>Another obstacle the VCAA noted was that students work off campus. If more students could work on campus, then they could schedule more classes.</p> <p>He also wants to be better able to schedule classes in the appropriate rooms and his proposed classroom control policy is aimed at addressing this.</p> <p>He noted that student financial aid runs out after 5 years. Lower income students in particular suffer from this, since PELL grant funding is limited to five years.</p> <p>He believes that making required courses available will address the issue in a meaningful way.</p> <p>The SEC inquired whether there is a publicized list of required and gateway courses. The VCAA said it is not a well-defined list. However there is a way to</p>	

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	<p>identify unsuccessful attempts to enroll to determine areas of need. He has discussed the issue with the Deans and they have access to this information. After some discussion, it was noted that faculty does not have access to the STAR data base. The SEC noted that if there are funds available to address priorities as proposed by the VCAA, the faculty will want to know explicitly what the priorities are. Therefore, the VCAA agreed that some reports with this information can be posted to the enrollment management website on a semester basis.</p> <p>The SEC brought up the administration's posting of items in the New Leadership Alliance commitments. The VCAA noted that the UHM has participated in the National Survey of Student Engagement (NSSE, a measure of student satisfaction) for some years, and when UHM was invited to join, the administration decided to join as this was sufficient to meet the criteria for membership. He believed that posting the information on the website does not really commit UH to anything substantive. He noted that UHM has done a good job of faculty owning the core. There are other issues we continue to work on.</p> <p>The VCAA left the meeting at 5:15 p.m.</p>	
<b>SEC Roles</b>	<p>The SEC again took up the issue of individual SEC communications with the administration. The SEC discussed the issue of communication with the administration and the need not to individually represent the Senate's position to administrators or anyone else prior to the Senate's addressing this issue at a Senate meeting.</p> <p>During Senate meetings, SEC members should be free to express their personal opinions or the position of their home units but they must make it clear that they are not speaking on behalf of the SEC or as a member of the SEC.</p> <p>It was noted that SEC members are not replaced as representatives of their units, but that this might be desirable as a long term change, as SEC members are elected by the entire Senate, not just their individual units.</p>	
<b>Other business</b>	<p>The SEC noted that there might be issues relating to facilities coming up in the future. Perhaps there is a need for a long-range planning committee, although it was pointed out that two Senators are already on an existing campus planning committee</p>	<p>This matter can be addressed in the spring.</p>
<b>Committee reports</b>	<p>GenEd met and discussed problems with course articulation.</p> <p>CSA met and discussed some items about problem courses.</p> <p>We need to post planned meeting times for committees next semester. Minutes should also be posted as soon as possible.</p>	<p>Liaisons will check to make sure meeting times and minutes are posted.</p>

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	<p>CPM met and continued to address the T&amp;P policy and procedures. There are some semantics issues but general agreement exists. The CPM also wants to propose a motion to remove the faculty handbook wiki since it is not up-to-date and not used.</p> <p>MAC did not meet. They will meet next week.</p> <p>CoR met and re-endorsed the open access amendment which will be presented at the Nov 17 meeting.</p> <p>CAB nothing to report.</p> <p>CoA met and wants Donovan to address the senate in January. Student athlete academic reports are now available on the Assessment Office web site. The issue of free admission to sports events is under discussion. The taxability of these might be problematic.</p> <p>CFS met Friday, but the liaison was unable to attend.</p> <p>The WGGE is meeting with the GSO at this time.</p>	
	The meeting adjourned at 6 p.m.	