**University of Hawai`i at Mānoa**

**Faculty Senate**

*November 16, 2011; 3:00-4:00 p.m.; Architecture Auditorium/ Arch 205*

**AGENDA**

*\*\* Blue links are to draft documents; green links are to final documents; red lettering shows action.*

1. **Call to Order**
2. **Chair’s Report** ([Results of Congress vote](https://manoa.hawaii.edu/senate-elections/PROP/results.php) on proposed By-Law Amendments)
3. **Approval of**[October 19 Senate Minutes](http://www.hawaii.edu/uhmfs/minutes/2011_12/sen_min_20111019.html)
4. **Business**
   1. **SEC**
      * [Motion to Approve SEC Recommendation to Purchase I-Clickers](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_motion_Iclickers.doc)

Motion Passed: 40 in support; 23 opposed.

Final Motion available at: <http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_motion_iclickers.html>

* 1. **CAB**
     + [Motion to Endorse Proposal to Reorganize the Office of the Vice Chancellor for Research and Graduate Education](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_motion_reorg%20ovcrge.pdf) (VCRGE)
       - [Reorganization Checklist](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_motion_vcrge%20reorg%20checklist.pdf)

Motion to Table pending CORGE review Passed: 40 in support; 8 opposed.

Tabled Motion available at: [http://www.hawaii.edu/uhmfs/documents/2011\_12/20111116\_motion\_vcrge reorg.html](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_motion_vcrge%20reorg.html)

* 1. **Committee Updates**
     + [Committee on Professional Matters](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_update_cpm.pdf) (CPM)
     + [Committee on Administration and Budget](http://www.hawaii.edu/uhmfs/documents/2011_12/20111116_update_CAB.pdf) (CAB)

1. **Adjournment**

**ATTENDANCE**

**Absent (14)**

Chizuko Allen; Michael Cooney; Guliz Erdem; L Neil Frazer; Brian Glazer; Henry Lew; Scott Lozanoff; John Madey; Richard Nettell; Raymond Panko; Carol Plummer; Raul Rudoy; Cynthia Ward; Kate Zhou

**Excused (19)**

Williamson Chang; Donna Ching; Shirley Daniel; Jayson Dibble; Tim Dye; Anne Leake; Mark Levin; Dongmei Li; Luciano Minerbi; Thanh Truc Nguyen; Carol Plummer; Hamid Pourjalali; Herbert Ziegler

**Present (55**

Chizuko Allen; Ronald Bontekoe; Marguerite Butler; James Caron; James Cartwright; John Casken; Richard Chadwick; Beei-Huan Chao; William Chapman; Thomas Conway; Robert Cooney; Robert Cowie; Linda Cox; Martha Crosby; Sandra Davis; Saori Doi; David Duffy; David Ericson; Thomas Ernst; Brian Glazer; Jing Guo; Debora Halbert; Cynthia Hew; Susan Hippensteele (Ex-Officio); Peter Hoffmann; Wei Huang; Joseph Jarrett; Lilikala Kameeleihiwa; Kenneth Kipnis; David Leake; Chin Lee; Spencer Leineweber; Barry Lienert; Ingrid Lin; Scott Lozanoff; Bonnyjean Manini; Patricia Masters; Jennifer Matsuda; Dore Minatodani; Joyce Najita; Beau Nakamoto; Richard Nettell; Torben Nielsen; Lawrence Nitz; Ian Pagano; Raymond Panko; Benito Quintana; Robert Richmond; H. Ronald Riggs; Stacey Roberts; Kelly Roberts; Scott Rowland; Todd Sammons; Lilia Santiago; Ekaterina Sherstyuk; Janice Shoultz; Victor Stenger; Carolyn Stephenson; Ashley Stokes; Jane Uyehara-Lock; Douglas Vincent; Cynthia Ward; Pal Wessel; Kelley Withy; Annette Wong; Halina Zaleski; Pavel Zinin

**MINUTES**

1. **Call to Order** - by Chair Robert Cooney at 3:05 pm
2. **Chair’s Report**

* **Attendance Policy:** New attendance policy approved
* **CORGE:** New CORGE status
* **Chancellor Search:** Chancellor's search initiated; members list available online, 13 of 23 are faculty, 6 of 12 SEC recommended names accepted. Few from A&S, none from Social Science. Key issue for Manoa: improvement of quality and reputation in undergraduate programs. While research is certainly important, we will press for somebody that can equitably develop all aspects of the university. Encouraging that many members of the committee seem to understand this.

1. **Approval of** October 2011 Minutes: MSP with minor amendment, Motion to approve Passed: unanimous.
2. **Business**
3. **Motion to Approve SEC Recommendation to Purchase I-Clickers (SEC)**

* SEC Vice Chair, Bonnyjean Manini, presented points in favor of the motion, such as accuracy in voting, maintaining a quorum, assure anonymity or record as the Senate prefers. Questions were raised about time saved and complication. Kristin Herrick, Senate Administrative Coordinator, provided a trial run with a sample of clickers. Discussion ensued about logistics of alternative methods of distributing I-Clickers, cost options, software substitutions, consistency with Manoa Faculty Senate Rules of Order, and so on.

Motion Passed: 40 in favor; 23 opposed.

*Presented to the Mānoa Faculty Senate by the Senate Executive Committee (SEC) for a Senate vote on November 16, 2011. Approved by the Mānoa Faculty Senate on November 16, 2011 with 40 votes in favor of approval and 23 votes against approval.*

**MOTION TO APPROVE SEC RECOMMENDATION TO PURCHASE I-CLICKERS**

The Senate Executive Committee (SEC) recommends that the Senate Office purchase one hundred I-clickers for Senate and Congress members to use for voting at Senate, Congress and Committee meetings. The Senate Office will also make the I-clickers available to faculty members to use when the Senate is not in session.

**COST SUMMARY**

The cost of an I-clicker 2 is $46.06. The total cost for one hundred I-Clicker 2s is approximately $4,600, excluding tax and assuming that a free base station will be included with this bulk purchase. The Senate Office will pay for the purchase from its general operating budget.

**PROS/CONS**

| **PROS** | **CONS** |
| --- | --- |
| Will enable Senate to quickly & easily determine if it has quorum | Time taken to sign the clickers in and out during Senate meetings |
| Ensures that only Senators are voting | High cost |
| Ensures accuracy of voting and vote counting | Unnecessary |
| Saves time in voting and vote counting |  |
| I-Clickers will be available to faculty for classroom use |  |

1. **Motion to Endorse Proposal to Reorganize the Office of the Vice Chancellor for Research and Graduate Education (CAB)**

* Doug Vincent, Chair of CAB, noted that CAB unanimously endorsed the Proposal to Reorganize the Office of the Vice Chancellor for Research and Graduate Education (VCRGE). The Proposal would reorganize support, laboratory, animal welfare, and the Committee on Human Studies. A question was raised as to whether the Committee on Research and Graduate Education (CORGE) was given an opportunity to review the Reorganization Proposal. It was clarified that the Proposal was not forwarded to CORGE for review, and was only forwarded to CAB.

Motion to table until CORGE reviews Proposal passed: 40 in support; 8 opposed.

*Presented to the Mānoa Faculty Senate by the Committee on Administration and Budget to be presented to the Manoa Faculty Senate for Approval at the November 16, 2011.*

**MOTION TO ENDORSE THE PROPOSED REORGANIZATION OF THE OFFICE OF THE VICE CHANCELLOR FOR RESEARCH AND GRADUATE EDUCATION TO CREATE AN OFFICE OF RESEARCH COMPLIANCE**

“The Committee on Administration and Budget of Manoa Faculty Senate endorses the proposed reorganization of the Office of the Vice Chancellor for Research and Graduate Education to create an Office of Research Compliance, dated September 30, 2011.”

Respectfully submitted

Douglas L. Vincent, Chair, CA

1. **Committee Update: Committee on Professional Matters (CPM)**

* Halina Zaleski, CPM Chair, reported on the issues being reviewed by CPM.
* **Course Advertising:** Question arose about advertising courses in Ka Leo. Pros and cons are being reviewed. CPM felt that no Senate action was necessary on this issue.
* **Tenure and Promotion Guidelines:** Last year, CPM recommended that each academic unit clarify guidelines as to how publication authorship is counted in tenure and promotion. The VCAA recommended reorganization of TPRCs, e.g., one large one, or several smaller ones with semi-permanent members. VCAA Dasenbrock noted that most peer institutions have one large, university-wide TPRC. A Senator pointed out that, sometimes, Deans have reason to deny tenure because of budget implications. Other issues were raised concerning faculty selection, such as why some faculty would refuse and others regularly agree to serve, possibly leading to bias in TPRCs. Another problem is inconsistencies among TPRCs, for instance, one committee accepting a book manuscript not yet published, and others not.Yet another dimension is consistency in criteria across departments, schools, and TPRCs in general. Some schools, such as the Medical School, have more non-tenure track faculty than tenure track faculty, diluting the tenure system. Among implications of this shift is the denial of union rights. Soft money positions are a significant factor in this shift.
* **Emeritus Title:** Emeritus title criteria to be reviewed.
* **Partner Hire Policy:** AAUP has new recommendations as of 2010 and CPM will review UH’s current policy to ensure it is in line with the new recommendations.
* **Evaluation of Administration:** CPM is considering a public evaluation process similar to that of the University of Michigan and has created a consent form, which is required under Hawaii law in order to evaluate public officials.
* **CPM’s next meeting:** Friday, November 18, 2011; Hawaii Hall 208; 10:30. All are welcomed.

**CPM REPORT TO SENATE**

**Individual course advertising in Ka Leo:** Courses could be advertised for various reasons such as avoiding cancellation if students do not fill the seats, ensuring that an instructor meets their teaching expectations, offering overfilled courses as summer courses, or late addition of courses to the available course lists. CPM also points out that the many flyers that are seen around campus and in common student hang out spots off campus are not free. Therefore, CPM does not feel that using departmental funds to advertise courses is inappropriate. Furthermore, we do not feel that a recommendation on acceptable forms of advertising on campus is needed.

**Composition of DPC:** The VCAA has addressed an issue related to the composition of the DPC at the CRC. Composition of DPCs in general should be governed by faculty. CPM recommended last year to UHMFS and it was approved that each unit consider appropriate authorship conventions for their faculty and that the objectivity of external reviewers be addressed. General Guidelines for DPCs are in the UHPA Contract, UH Manoa Guidelines and Criteria for Contract Renewal, Tenure and Promotion documents and within specific unit procedures (if approved). Deans have been informed of the UHMFS recommendation that departmental guidelines be reviewed. It is hoped this might be accomplished by May 2012 and sent forward for approval to the VCAA and UHPA.

**Tenure Promotion Review Committee (TPRC) make-up:** Problems with the current structure include the difficulty of constituting 13+ TPRCs, and inconsistency in the review of dossiers. Suggestions include a single super TPRC, fewer (3-5) TPRCs, or multi-year appointments within the current structure of TPRCs. Concerns include the value of broad representation, workload of TPRC members, and potential release time. It is not clear why members of the applicant’s college are excluded from the TPRC.

**Faculty Classification:** In Spring 2011 COR brought a resolution recommending consolidation of faculty categories to the Senate. The resolution was deferred and CPM and CORGE will study the issue. CPM suggests a survey of faculty regarding issues/perspectives. The CTAHR Senate Personnel Committee is also reviewing this. Issues raised include differences in degree requirements with some classifications requiring a master’s degree while others require a PhD, differences in benefits, 9 versus 11 month appointments, feasibility of teaching by neighbor island faculty, and appropriateness of requiring research by faculty holding a master’s degree. UHPA is concerned that there be no negative impact on salaries or benefits.

**Emeritus Faculty:** Executive policy calls for “Internal campus procedures for the identification of those individuals to be awarded the emeritus title.” The committee will make recommendations to the Senate for changes to the current procedures.

**Partner Hiring:** UHM has a partner hiring policy. The trailing partner’s CV is vetted by the department. CPM will review this policy in light of the 2010 AAUP recommendations on spousal hires http://www.aaup.org/AAUP/comm/rep/dual.htm

**Evaluation of Administration/Administrators:** This was discussed last year, and CPM and CAB agreed that the Michigan model was appropriate. Under Hawaii law, no evaluations can be made public without the consent of the person evaluated. CPM developed a proposed consent form last year. CPM and CAB will follow up.

1. **Committee Update: Committee on Administration and Budget (CAB)**

* Doug Vincent, CAB Chair, reported on the issues being reviewed by CAB including:
  + - **Reorganization**: as previously discussed.
    - **Review of Senate Bylaws**
    - **International Scholarship proposal**
    - **Manoa Faculty Housing**
    - **M3-101 Policy**
    - **Whistleblower policy**
    - CAB has not yet met with Gary Ostrander, but will continue to work toward setting up a meeting. CORGE has also been unsuccessful in arranging meetings with the VCRGE.

**CAB UPDATE**

Thus far, this Fall Semester, the Committee on Administration and Budget has:

**• Met 5 times, 9/1, 9/14, 9/28, 10/12, 11/9.**

**• Presented four amendments to the MFS Bylaws**

(1) Absenteeism – passed second reading, Congress and before the Faculty for a vote.

(2) CORGE as a MFS Standing Committee, passed second reading, Congress and before the Faculty for a vote.

(3) MAC as a MFS Standing Committee, presented a resolution.

(4) Qualification of SEC Authority – failed at second reading.

**• Reviewed and endorsed via motion two administration reorganizations proposals**

(1) CTAHR – dated August 24, 2011

(2) OVCRGE – dated October 19, 2011

**• Current business**

(1) Review of International Scholarship Proposal

(2) Review of Classroom Use Policy

(3) Manoa Faculty Housing concerns

(4) Review of M3:101

(5) Evaluation of Administration and Administrators with CPM

Robert Cooney closed noting that although the MFS is often characterized as too slow, the great advantage is that issues are thoroughly vetted and we usually come out with decisions that get it right.

1. **Adjournment –** Moved, seconded, passed at 4:01 pm

Respectfully submitted,

Richard W. Chadwick, Secretary