



**MINUTES**

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<b>Meeting Date:</b>	October 15, 2021
<b>Meeting Location:</b>	Virtual via Zoom
<b>In Attendance:</b>	Jean Ippolito (Chair), Steve Herman, Susan Jarvi, Alex Nagurney, Travis Mandel, Patricia Hensley, Francis Dumanig, Karen Pellegrin, Sijie Sun, Jan Ray, Amy Saxton, Chris Lauer, Diane Van Hoose, Maria Haws, Margary Martin, Shawon Rahman, Randy Hirokawa, Brian Bays, Jason Cabral, Seri Luangphinit, Sunyoung Kim, Rayna Morel, Adam Pack, Armando Garcia-Ortega, Sukhwa Hong, Ozan Atalag, Su-Mi Lee, Marilyn Brown, Chun-Feng Kuo, Susan Shirachi, Kris Roney, Efren Ruiz, Farah-Marie Gomes, Leng Cheng, Shelby Wong Iwamoto, Cheri Keli'i-Marumoto, Kananinohea Māka'imoku, Tim Ward
<b>Absent:</b>	Kevianna Adams, Jarred Prudencio, Nicholas Krueger, Sue Jarvi
<b>Recorded By:</b>	Chris Lauer
<b>Call to Order:</b>	3:01 PM
<b>Adjournment:</b>	5:04: PM

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**TOPIC:** Approving 9-17-21 Minutes  
**REPORT:** None  
**ACTIONS:** Alex Nagurney moved to accept the minutes; Steve Herman seconded; motion passes 17-0-0.

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**TOPIC:** Consent Agenda  
**REPORT:** Included are reports from the Academic Policy Committee, CAS Senate, Assessment Support Committee, Distance Learning Advisory Committee, and Faculty Development Committee.  
**ACTIONS:** Alex Nagurney moved to accept the consent agenda; Karen Pellegrin seconded; motion passes 18-0-0.

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**TOPIC:** Letter from Chancellor Irwin  
**REPORT:** Jean Ippolito gave a summary of an email sent by Chancellor Irwin. The proposed community advisory board has received broad support from the community and higher levels of the university. The Chancellor supports the VCAA's statement on the PIG sent 10/14/21. She is interested in the history of the university's relationships with the community as discussed by Harvey Tajiri at the September meeting. The Chancellor supports moving to greater in-person offerings in the spring to the extent that faculty feels comfortable making these changes. The Chancellor is still gathering information to respond to the College of Pharmacy Faculty Senate's letter to her. She is also gathering further information on how to incorporate suggestions from the Faculty Congress Strategic Vision into the University's Strategic Plan.  
**ACTIONS:** None

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**TOPIC:** Address to Faculty Congress from VCAA Roney and VCSA Farrah-Marie Gomes

**REPORT:** VCAA Roney affirmed that the administration fully supports faculty tenure. By mid-spring the VCAA's office hopes to complete a draft of a section of the strategic plan specific to Academic Affairs in consultation with faculty. VCSA Gomes reports that Student Affairs has been making prudent use of federal funds in a variety of ways, including scholarships, student support, and stocking the diaper bank. Student Affairs has gotten an excellent response rate on its health and wellness survey of students. On Monday, October 25 there will be a student town hall meeting.

**ACTIONS:** None

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**TOPIC:** Chair's Report

**REPORT:** The Faculty Congress website has updated reports from all the standing committees, including membership, bylaws, minutes, and motions for the full Faculty Congress. There is a separate link to Senate Chair reports. The Chancellor's draft of the strategic plan can be downloaded from the UHH website. It includes the action plan draft that was included in her emailed report to Faculty Congress. The strategic plan does not seem to have incorporated elements from the strategic vision draft prepared by Faculty Congress last summer. The Chancellor has, however, given verbal assurances that some elements of the strategic vision will eventually be incorporated. Karen Pellegrin added that the strategic vision draft continues to be revised. Senates will be asked to review the strategic vision draft and report back to Faculty Congress.

**ACTIONS:** Steve Herman proposes 21-22-002 Motion to approve FC Statement in opposition to the BOR's Permitted Interaction Group on Tenure and their resolution to the BOR; Karen Pellegrin seconds; motion passes 18-0-1.

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**TOPIC:** Standing Committee Reports

**REPORT:** Seri Luangphinit of the Assessment Support Committee reported there will be some collaboration between the Assessment and GE committees on adding additional lower-level classes to the yearly assessment process. Curriculum Review Committee Chair Alex Nagurney reported that the committee has allowed around 50 course proposals to be fast tracked. There are a large number of courses this year that were not fast-tracked and that the committee will soon take up. Faculty Development Commitment Interim Chair Francis Dumanig reported on the committee's mentoring program for junior faculty. The committee agreed to take up the issue of promotion from instructor to assistant professor from the APC.

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**TOPIC:** College Senate Reports

**REPORT:** Margary Martin reports that the CAS Senate Executive Committee has polled the faculty on the timing of the Dean search and will participate in the search for the new Dean. Sukhwa Hong of CoBE announced several initiatives of the college, including the approval of new inclusion guidelines; On behalf of

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DKCOP Senate Chair Sue Jarvi, Leng Cheng read a statement that the administration's recent actions are not compliant with the UHPA contract or Curriculum Review Policies.

**ACTIONS:** Sukhwa Hong moves to accept Cindy Griswold from the School of Nursing as a member as a lecturer at large; Karen Pellegrin seconds; motion passes 20-0-0

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**TOPIC:** **Old Business: Motion 20-21-015** Motion to Add the **Distance Learning Advisory Committee** to the List of Faculty Congress Standing Committees AND to Accept its By Laws

**REPORT:** Second Reading; no discussion

**ACTIONS:** Amy Saxton moves to approve the motion; Jan Ray seconds; motion passes 16-0-1

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**TOPIC:** **Old Business: Motion 20-21-016** to Update **Secretary** Position Description

**REPORT:** Second Reading; no discussion

**ACTIONS:** Jan Ray moves to approve the motion; Travis Mandel seconds; motion passes 16-0-1

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**TOPIC:** **Old Business: Motion 20-21-017** Motion to Update **Co-Chair** Position Description

**REPORT:** Second Reading; no discussion

**ACTIONS:** Jan Ray moves to approve the motion; Travis Mandel seconds; motion passes 17-0-0

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**TOPIC:** **Old Business: Motion 20-21-018** Motion to Change Wording for the **Curriculum Review Committee; Motion 20-21-019** Motion to Change Wording for the **Faculty Development Committee; Motion 20-21-020** Motion to Change Wording for the Budget Review Committee

**REPORT:** It was clarified that the Faculty Congress Chair does not make the ultimate decision on course releases but makes recommendations to the VCAA.

**ACTIONS:** Jan Ray moves to vote on these motions collectively; Alex Nagurney seconds; motions pass 17-0-0

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**New Business: 21-22-002 Motion to approve FC Statement in opposition to the BOR's Permitted Interaction Group on Tenure and their resolution to the BOR** – this motion was voted on and passed earlier in the meeting – 18-0-1.

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**TOPIC:** **New Business: 21-22-003 Motion to include representation for lecturers (both full and part-time) on Faculty Congress.**

**REPORT:** Jan Ray pointed out that this would require a motion to modify the by-laws.

**ACTIONS:** Steve Herman moves to approve the motion; Steve Herman seconds; motion passes 14-1-2; the FCEC will look into modifying the by-laws to make the change possible.

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**TOPIC:** **New Business: 21-22-004 Motion to include a Liaison for UH Hilo Staff on Faculty Congress.**

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**REPORT:** It was observed that there is no body in which staff collectively expresses their will. Others noted that the existence of the position on Faculty Congress might inspire more collective action.

**ACTIONS:** Margary Martin moves to send the motion back to the executive committee for further investigation and clarification; Jan Ray seconds; motion passes 16-0-1

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**TOPIC:** **New Business: 21-22-005 Motion to request that the Faculty Development Committee investigate and address Faculty Congress motions concerning tenure and promotion, including past motions:**

- Motion 19-20-002
  - [Motion to Request Criteria for Promotion from Instructor to Assistant Professor](#)
- Motion 18-19-003
  - [Motion to Review Tenure and Promotion Procedures](#)
- Motion 17-18-007
  - [Motion for Developing Guidelines for Promotion for Instructors \(Per the New UPHA Collective Bargaining Agreement\)](#)
- Motion 17-18-009
  - [Motion to Request the Formation of an Ad Hoc Committee to Develop Guidelines and Criteria for the Transition from Instructor to Assistant Professor](#)

**REPORT:** Travis Mandel Noted that the CNHS has quite a few instructors eligible for promotion, so there is some urgency in getting this resolved quickly. Jan Ray noted that this motion supersedes motion 21-22-007.

**ACTIONS:** Jan Ray moves to approve the motion; Amy Saxton seconds; motion passes 12-0-3

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**TOPIC:** **New Business: 21-22-006 Motion to Combine the Program Review Advisory Committee and the Assessment Support Committee**

**REPORT:** No discussion

**ACTIONS:** Jan Ray moves to send the motion back to the executive committee; Alex Nagurney seconds; motion passes 13-0-3

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**TOPIC:** **New Business: 21-22-007 Motion to Create a Committee to Address the Motions Related to Tenure and Promotion.**

**REPORT:** No discussion

**ACTIONS:** Jan Ray withdraws the motion since the issue was taken care of in Motion 21-22-005.

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**TOPIC:** **Vox populi**

**REPORT:** Adam Pack suggested floating the Vox Populi time to place it up front to encourage more faculty members who aren't on Faculty Congress to participate. He also suggested that the Distance Learning Committee include faculty members who have taught in a variety of different modalities. It would be nice if bodies like the Research Council sponsored Zoom meetings to reach out to faculty members. Third, the library's diminished hours have made it difficult for

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students to do work on campus. Finally, he noted that distance learning has been an important part of UH Hilo's curriculum since long before COVID. For many non-traditional and non-resident students, remote classes are essential for completing their degrees. Finally, he noted that the shift to align our summer schedule with Mānoa's limits our autonomy and ability to provide certain sorts of classes. Steve Herman reminded all faculty to complete the administrative evaluation and faculty climate survey.

**ACTIONS:** None.

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**TOPIC:** **Adjournment**

**REPORT:** None.

**ACTIONS:** Steve Herman moved to adjourn at 5:04 pm, and the motion was seconded. With no discussion, the motion was approved with all in favor.

**ABBREVIATIONS:**

FC = Faculty Congress

EC = Executive Committee of Faculty Congress

VC = Vice Chancellor

CAS = College of Arts and Sciences

CAFNRM = College of Agriculture, Forestry and Natural Resource Management

CNHS = College of Natural & Health Sciences

DKICP = Daniel K. Inouye College of Pharmacy

CoBE = College of Business and Economics

KHUOK = Ka Haka 'Ula o Ke'elikōlani College of Hawaiian Language

LIB = Library

BOR = Board of Regents

UHHSA = UH Hilo Student Association

CEC = Chancellor's Executive Committee

ACCFSC = All Campus Council of Faculty Senate Chairs

VCSA = Vice Chancellor for Student Affairs

VCAA = Vice Chancellor for Academic Affairs

PIG = Permitted Interaction Group