



MINUTES

---

<b>Meeting Date:</b>	February 19, 2021
<b>Meeting Location:</b>	Virtual via Zoom
<b>In Attendance:</b>	Ozan Atalag, Brian Bays, Philippe Binder, Jason Iota Cabral, Francis Dumanig, Patricia Hensley, Steve Herman, Eric Heuer, Randy Hirokawa, Tobias Irish, Patsy Iwasaki, Susan Jarvi, Frank Kuo, Chris Lauer, Seri Luangphinit, Kanani Maka`moku, Sharad Marahatta, Rayna Morel, Alex Nagurney, Stan Nakanishi, Joyce Norris-Taylor, Donna Ohora, Karen Pellegrin, Yucheng Qin, Shawon Rahman, Janet Ray, Michael Shintaku, Andrey Simonov, Sijie Sun, Bonnie Irwin, Kris Roney, Kalei Rapoza, Farrah-Marie Gomes, Em de Pillis, Daniela Guendisch, Brian Wissman, Jean Ippolito, Shelby Wong, Harald Barkhoff, James Mike, Katherine Young, Leng Chee Chang, Chris Holland, Steven Colbert, Susan Shirachi, Kerri Inglis, Amy Saxton, Michael Bitter, Dianqing Sun, Gail Makuakane-Lundin, Jim Beets
<b>Absent:</b>	Kevianna Adams, Sunyoung Kim, Matthew Knope, Jarred Prudencio
<b>Recorded By:</b>	Karen Pellegrin
<b>Call to Order:</b>	3:05 PM
<b>Adjournment:</b>	4:13 PM

---

**TOPIC: Opening Remarks**

**REPORT:** FC Chair Jan Ray called the meeting to order, confirming quorum via zoom attendance. She noted that the minutes from the January FC meeting were previously distributed, along with the following committee reports: Assessment Committee report.

**ACTIONS:** Andrey Simonov moved to approve the minutes and report, and the motion was seconded. With no discussion, the motion was approved with all but 1 in favor, 0 against, 1 abstained.

---

**TOPIC: Officers' Reports, Announcements, Updates, Guest Speakers**

**REPORT:** Chair Ray introduced the guest speakers. Chancellor Irwin provided brief updates on the protocol for campus communications, review of plans for sabbaticals, alumni newsletter (including upcoming issue featuring those who graduate 50 years ago), and special thanks to Seri Luangphinit for her work on WASC preparations. Vice Chancellor Roney commented on supporting students when they're having a hard time, reaching out to UHPA regarding concerns about the current workload policy, verification of student participation in classes, format for dossiers for promotion and tenure, interest in interdisciplinary courses, and developing a strategic plan for Academic Affairs. Vice Chancellor Rapoza commented that there isn't much to update, that our current fiscal year is on par with last year, that enrollment continues to decline, that we are absorbing the small reduction in tuition revenue, and that we will be receiving approximately \$5 million in federal funds though not yet sure how it will be spent. Chris Holland, our new Associate Vice Chancellor for Student Affairs and Dean of Students,

---

introduced himself and reported that his primary role is student care and conduct and supporting faculty in supporting students. Chair Ray welcomed Chris to UH Hilo and Faculty Congress and reported on the following: the student survey of distance education experiences will be coming out in the next few months, a reminder that faculty senates and congress should complete their evaluations of deans/administration, and requested that senates check the websites for accuracy and updates. Steve Herman attended the UH System All Campus Council of Faculty Senate Chairs and reported that the Board of Regents has created a work group to look at tenure, that work continues on processes pertaining to small classes, that “small programs” needs to be defined by campus with special consideration for UH Hilo to meet the needs of the Big Island, and that the importance of General Education consistency is to make it easy for students to transfer among the campuses.

**ACTIONS:** None.

---

**TOPIC: FC Standing Committees Reports**

**REPORT:** Academic Policy Committee Chair Steve Herman made a motion to add Leng Chee Chang as a member of the committee as she has agreed to be the liaison to VCAA Roney regarding the workload equivalency issue, and the motion was seconded and followed by a vote.

Assessment Support Committee Chair Seri Luangphinith reported that preparation for the WASC visit continue.

Curriculum Review Committee Chair Alex Nagurney reported their work is done for the year.

Faculty Development Committee Chair Yucheng Qin reported that Leng Chee Chang resigned from the committee to serve on APC. He made a motion to add Jenni Guillen to the committee, and the motion was seconded and followed by a vote.

General Education Committee Chair Chris Lauer reported they have completed their work for the year.

Budget Review Committee Chair Randy Hirokawa reported they have a meeting scheduled next week.

Program Review Advisory Committee Chair Shawon Rahman reported they continue to work with the Assessment Support Committee.

Student Success and Admissions Committee Chair Philippe Binder reported he is in conversations with VC Roney to discuss these student issues.

Distance Learning Advisory Committee Chair Jan Ray is drafting bylaws.

**ACTIONS:** With no discussion, the motion to add Leng Chee Chang to the Academic Policy Committee was approved with all in favor, 0 against, 0 abstained.

With no discussion, the motion to add Jenni Guillen to the Faculty Development Committee was approved with all in favor, 0 against, 0 abstained.

---

**TOPIC: Ad Hoc Committee Report: Budget Crisis Committee**

**REPORT:** Committee Chair Steve Herman reported the committee work is on hold for now.

**ACTIONS:** None.

---

**TOPIC: Faculty Senate Chair Reports**

**REPORT:** Eric Heuer reported from the CAS senate that there will be a meeting with the department chairs and VC Roney regarding CAS leadership.

Stan Nakanishi reported that he was elected chair of the CNHS senate after Joy

---

Lovell left UH for family reasons.  
Sue Jarvi reported that DKICP senate sent a response to VC Roney's response to the senate's budget and planning report and recommendations and that the senate is working evaluation of administration.

**ACTIONS:** None.

---

**TOPIC:** **FC Liaison Reports**

**REPORT:** Curriculum liaison Shelby Wong reported that Quali is closed for system updates. Research Council liaison Karen Pellegrin reported that Jim Beets was elected Research Council Chair and that work was underway to develop a web page for students to learn about research opportunities. Karen also reported that the ORS Faculty Advisory Council has been suspended so this item can be removed from the standing FC agenda.

**ACTIONS:** None.

---

**TOPIC:** **Representatives Per College/Unit**

**REPORT:** Chair Ray noted that there are no updates on college/unit representatives.

**ACTIONS:** None.

---

**TOPIC:** **Old Business: Review of Outstanding Motions from 2017-2018 AY**

**REPORT:** There were no updates on these motions.

**ACTIONS:** None.

---

**TOPIC:** **Old Business: Review of Outstanding Motions from 2018-2019 AY**

**REPORT:** There were no updates on these motions.

**ACTIONS:** None.

---

**TOPIC:** **Old Business: Review of Outstanding Motions from 2019-2020 AY**

**REPORT:** There were no updates on these motions.

**ACTIONS:** None.

---

**TOPIC:** **Old Business: Review of Outstanding Motions from 2020-2021 AY**

**REPORT:** Chair Ray reported that the Chancellor's Council of Vice Chancellors is working on a protocol for student death announcements per motion 20-21-003 and will send to faculty for review.

Regarding motion 20-21-011 on reserving the right for FC to hold a closed-door session, Chair Ray reported that this is not addressed in FC bylaws.

**ACTIONS:** None.

---

**TOPIC:** **New Business**

**REPORT:** Tobias Irish read a proposed change to the bylaws to add the Associate Vice Chancellor for Student Affairs / Dean of Students as an ex-officio member of FC.

**ACTIONS:** A second reading of the proposed changes will be presented at the April meeting.

---

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

**REPORT:** There were questions and discussion about the process of promotion from Instructor to Assistant Professor. VC Roney indicated that UHPA had reviewed it and that it needs clarification.

**ACTIONS:** None.

---

---

**TOPIC:** Adjournment

**REPORT:** None.

**ACTIONS:** Tobias Irish moved to adjourn at 4:13pm, 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