



MINUTES

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<b>Meeting Date:</b>	February 15, 2019
<b>Meeting Location:</b>	CoBE first floor conference room
<b>In Attendance:</b>	Kurt Dela Cruz, Jason Cabral, Philippe Binder, Janet Ray, Karen Pellegrin, Kathleen Stacey, Steve Herman, Shawon Rahman, Supakit Wongwiwatthananut, Lari-Anne Au, Rayna Morel, Armando Garcia-Ortega, Kim Shmina, Ozan Atalag, Patsy Iwasaki, Francis Dumanig, Jim Beets, James Czarski, Jean Ippolito, Terrance Jalbert, Tracy Ahern (in for Steve Lundblad), Yiqing Li, Jarred Prudencio, Steven Colbert, Leng Chee Chang, Joseph Sanchez, Ken Hon, Pat Juszczak, Paul Gasparo, Shelby Wong
<b>Absent:</b>	Kim Furumo, Seri Luangphinit, Doug Mikkelson, Steve Lundblad, Daniela Guendisch
<b>Recorded By:</b>	Karen Pellegrin
<b>Call to Order:</b>	3:04 PM
<b>Adjournment:</b>	4:55 PM

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**TOPIC: FC Minutes and Reports**

**REPORT:** Jan Ray noted that the minutes from the 11/16/18 FC meeting were previously distributed along with the following reports: Graduate Council report, Assessment Support Committee report, General Education Committee report, Curriculum Review Committee report, and Curriculum liaison report.

**ACTIONS:** Steve Herman moved to approve the minutes and all reports, and the motion was seconded. With no discussion, the motion was approved with 13 votes in favor, 0 against, 0 abstained.

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**TOPIC: Chair's Report: ACCFSC meeting**

**REPORT:** Philippe Binder noted that this item will be addressed with the discussion of proposed changes to the UH System Research Misconduct polices.

**ACTIONS:** None.

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**TOPIC: Motion 18-19-009 to amend the Student Conduct Code**

**REPORT:** Jan Ray noted that this motion was previously distributed.

**ACTIONS:** Steve Herman read the motion to amend the Student Conduct Code, and the motion was seconded. Following some discussion, the motion was approved with 12 votes in favor, 1 against, 0 abstained.

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**TOPIC: FC Standing Committees Reports/Updates: General Education Committee**

**REPORT:** Jean Ippolito reported on issues related to the timing of GE certification applications. She also reported that a large number of GE courses will be up for certification next year, and they are working on a plan for this.

**ACTIONS:** Jean Ippolito moved to make the deadline for all GE certification applications October 1 to be consistent with curriculum applications, and the motion was

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seconded. With no discussion, the motion was approved with 15 votes in favor, 0 against, 0 abstained.

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**TOPIC: FC Standing Committees Reports/Updates: Budget Committee**

**REPORT:** Armando Garcia-Ortega reported that the committee recommended changes to the bylaws. He read the proposed changes to the Budget Committee bylaws, including changing the title to Budget Review Committee, and the motion was seconded. There was discussion regarding budgeting complexities and processes as well as the important advisory role of this committee and the link between budget and planning.

**ACTIONS:** Kathleen Stacey moved to table the motion, and the motion was seconded. With no further discussion, the motion to table was approved with 16 votes in favor, 0 against, 0 abstained.

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**TOPIC: FC Standing Committees Reports/Updates: Program Review Committee**

**REPORT:** Shawon Rahman reported on updates from the Program Review Committee and distributed a written report.

**ACTIONS:** None.

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**TOPIC: FC Liaison Reports**

**REPORT:** Shelby Wong, Graduate Council liaison, reported that the Graduate Council assessment rubric for written communication was approved in February 2018 and the rubric for quantitative reasoning was approved in February 2019. Karen Pellegrin, ORS Faculty Advisory Council liaison, reported that the Office of Research Services (ORS) has proposed changes to the system-wide Research Misconduct policies and requested feedback from faculty via the ACCFSC. She read and explained three recommendations regarding the ORS-proposed policy changes.

**ACTIONS:** Jan Ray will distribute the ORS-proposed Research Misconduct policy changes and the three recommendations regarding these changes to UHH faculty for any additional feedback and will then forward to ORS per their request.

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**TOPIC: Faculty Senate Chair Reports**

**REPORT:** Yiqing Li reported updates from CAFNRM faculty senate. Supakit Wongwiwattanakit reported updates from DKICP faculty senate. Tracy Ahern reported updates from CNHS faculty senate. Jason Cabral reported updates from KHUOK faculty senate. There were no updates from the other faculty senates.

**ACTIONS:** None.

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**TOPIC: Representative Reports**

**REPORT:** Leng Chee Chang reported that the application for the Chancellor's Professional Development Committee award would be available soon.

**ACTIONS:** None.

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**TOPIC: Ad Hoc Committee Reports**

**REPORT:** Steve Colbert reported that the Transparent and Equitable Chair Compensation Committee will be meeting soon.

**ACTIONS:** None.

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**TOPIC:** **Old Business**  
**REPORT:** Ken Hon reported that he is working on the UH Hilo Transfer Credit Policy and General Education Transfer Policy. Jan Ray reported that discussion of the new online evaluation system and the request for Full Professor ranking system would continue to be tabled.  
**ACTIONS:** None.

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**TOPIC:** **Old Business: Review of Outstanding Motions from AY17-18**  
**REPORT:** Jan Ray provided brief updates on motions 17-18-004, 17-18-009, and 17-18-010. Regarding motion 17-18-010, Ken Hon reported that there aren't currently enough DL students to justify a DL liaison/coordinator position.  
**ACTIONS:** None.

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**TOPIC:** **Old Business: Review of Outstanding Motions from AY18-19**  
**REPORT:** Steve Herman reported that Academic Policy Committee is working on motion 18-19-001. Karen Pellegrin reported that the previously proposed addendum to motion 18-19-002 was broken out into three separate addenda: Addendum A on Communication, Addendum B on Consultation, and Addendum C on Education. Jan Ray provided updates on the other outstanding motions from AY18-19.  
**ACTIONS:** Karen Pellegrin moved to approve Addendum A to motion 18-19-002, and the motion was seconded. With no discussion, the motion was approved with 16 votes in favor, 1 against, 0 abstained. Karen Pellegrin moved to approve Addendum B to motion 18-19-002, and the motion was seconded. With no discussion, the motion was approved with 17 votes in favor, 0 against, 0 abstained. Karen Pellegrin moved to approve Addendum C to motion 18-19-002, and the motion was seconded. After much discussion, the motion failed with 0 votes in favor, 16 against, 1 abstained. Kim Shmina and Karen Pellegrin will work on developing recommended educational resources for faculty and administration.

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**TOPIC:** **New Business: Motion 18-19-007 to Place the Responsibility for Notification of Deadlines and Maintaining GE Records with the Curriculum Coordinator**  
**REPORT:** Jean Ippolito read the updated motion 18-19-007 to Place the Responsibility for Notification of Deadlines and Maintaining GE Records within the Office of Academic Affairs.  
**ACTIONS:** Jean Ippolito moved to approve the updated motion, and the motion was seconded. With no discussion, the motion was approved with 17 votes in favor, 0 against, 0 abstained.

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**TOPIC:** **New Business: Motion 18-19-008 to Limit the Number of GE Certifications That Can Be Applied to a Single Course**  
**REPORT:** Jean Ippolito read the motion, and the motion was seconded. There was discussion regarding whether exceptions would be allowed if needed.  
**ACTIONS:** Terrance Jalbert moved to table the discussion, and the motion to table was seconded. With no discussion, the motion to table was approved with 16 votes in favor, 0 against, 1 abstained.

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**TOPIC:** **New Business: Concerns about the number of interim positions**  
**REPORT:** Jan Ray reported on faculty concerns about the number of interim positions in administration.  
**ACTIONS:** None.

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**TOPIC:** **New Business: Concerns about the Workload Equivalency policy**  
**REPORT:** Jan Ray asked VCAA Ken Hon for an update on the workload equivalencies policy that was posted on the VCAA web site in December 2018. Ken reported that he quickly drafted and posted this after talking to the Deans in response to a short-notice request from the Board of Regents. Jan reminded Ken that academic policy issues such as this must be referred to Faculty Congress for consultation.  
**ACTIONS:** Academic Policy Committee will review this policy.

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**TOPIC:** **Vox populi**  
**REPORT:** There were no comments.  
**ACTIONS:** None.

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**TOPIC:** **Adjournment**  
**REPORT:** None.  
**ACTIONS:** Terrance Jalbert moved to adjourn at 4:55pm, 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