TASK FORCE ON SHARED GOVERNANCE

Friday, November 21, 2008 • 2:00 – 3:30 PM • Chancellor’s Conference Room

Present: Phil Castille, Kevin Hopkins, Dan Brown (designee for Kathryn Besio), Pila Wilson, Hank Hennessey, Cam Muir (designee for Sevki Erdogan), Karen Pellegrin, Jene Michaud, April Scazzola.

Absent: Luoluo Hong, Kenith Simmons

Next Meeting: Dec. 5, 2-3:30, Chancellor’s Conference Room

Review of October 29 Minutes/Records.

We agreed that
1. One set of minutes would suffice to record the deliberations of each meeting
2. April and Luoluo would take turns recording the minutes
3. The minutes, once approved by the group, would be posted at the publicly accessible UH Hilo accreditation webpage: http://www.uhh.hawaii.edu/uhh/accreditation
4. We agreed to the following revision of section 2.c. of the October 29 minutes: “It was agreed that ideas, issues, and concepts presented at our meetings should be shared, but particular remarks would not be attributed to specific individuals from this Task Force, and comments not pertinent to the Task Force charge would be discouraged and would not be shared beyond meetings. At the end of each meeting, there should be a summary of key points that should be discussed with our various constituencies.”

Flowchart/Framework for Curricular Review.

1. We came to consensus on the following:
   a. The VCAA and the campus Curriculum Review Committee (CRC) could be considered to function in parallel, with the CRC making recommendations to the VCAA.
   b. The CRC should be responsible for reviewing and formulating campus-wide and cross-college curriculum policy, for oversight of curriculum proposals with cross-college consequences, for resolving cross-college issues and promoting cross-college cooperation; possibly considering resource issues such as library and space.
   c. Policies might include setting the minimum number of credits that could be required for any major; proposals might include a department’s proposal to cease offering a course that is required for another major.
   d. The CRC should be comprised of tenured or tenurable instructional faculty. We agreed that eligibility must be carefully defined.
   e. The university registrar should advise the CRC and serve as a nonvoting member of the campus CRC.
f. Some curricular matters could be settled at the college level, but that matters that might have inter-college or cross-campus effects should proceed to the CRC, whether these involved individual courses, program changes, or new programs. College-level changes might include additions or eliminations of course prerequisites within the same department.

g. Each college should have a curriculum committee.

2. We broached but postponed further discussion of these issues:
   a. Whether the CRC should be part of the Congress or a self-standing unit and whether it should be elective and how the colleges would be represented on it.
   b. Whether each college should determine its own governance structure: that is, whether to have a senate or not.
   c. The role of the Graduate Council, which has the primary mission of ensuring that graduate programs and courses.
   d. The role of the deans, who have responsibility for resources
   e. How policy change can be initiated.

3. This model emerged in the course of our discussion. We devoted most of the meeting to the campus Curriculum Review Committee (CRC). This name is provisional.

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Respectfully submitted,

April K. Scazzola, ALO