A. Approve minutes from 1/28/11 meeting: http://www.uhh.hawaii.edu/uhh/congress/
B. Chair and Executive Committee Report:
   a. Hawaiian University resolution discussion
   b. VCAA Search Advisory Committee
   c. Proposed changes to BOR policy – discussion.
C. General Education Committee – Report from Elizabeth Stacy, Chair
D. Strategic Planning Committee Report: Elizabeth Stacy
E. Curriculum Review Committee – Report from Jean Ippolito, Chair.
   a. Presentation of ATP Heritage Management – Peter Mills
F. Assessment Committee – Report from Seri Luangphinith, Chair
G. Academic Policy Committee – Report from Ramon Figueroa-Centeno, Chair
   a. Motion to approve new member: Larry Kimura, College of Hawaiian Language
   b. Motion to approve new tenure & promotion guidelines
H. Budget Committee: Report from Barbara Leonard, Chair.
I. Admissions Committee: EMIT Report from James Beets
J. Graduate Liaison Report: Report from Aaron Jacobs.
   a. Discussion of proposed Responsible Conduct of Research (RCR) policy for UHH – see appendix B.
L. New Business:
   a. Proposed charter amendment to include representation of instructors – see appendix A.

Appendix A

Motion for Amendment to Faculty Congress Charter (submitted by Dr. Beets)

Background
‘Instructors’ at UH-Hilo are full-time instructional employees. ‘Instructors’ are recognized by several units as faculty, participate in meetings, serve on committees, and have voting rights. As example, CAS recognizes ‘instructors’ as ‘faculty’.
‘Instructors’ are not presently recognized as ‘faculty’ in the Faculty Congress Charter and therefore are not represented by Faculty Congress. As provided in the Faculty Congress Charter, ‘Instructors’ cannot vote for congress representatives.

Relevant sections from the Faculty Congress Charter:

Faculty Congress Charter
Article II, Membership

All faculty representatives must be tenure-track. Each college or unit shall have a representation of 1 faculty member for every 15 tenure-track faculty members or fraction thereof. The Chairs of the College Faculty Senates will automatically be voting members of the Congress in addition to these members. Faculty Congress will hold elections for representatives to the Congress each spring semester. Each unit will elect its own representatives to the Congress. If a member misses
more than three regular meetings of the year, they shall be disqualified and the faculty-member with the next highest votes for that unit from the previous election will be elected to that position.

Article VII, Amendments to the Charter

Whenever after two readings, a majority of the Congress votes to amend the Charter, the proposed amendment shall be referred to the faculty for ratification, and written or electronic ballots shall be distributed to all UH Hilo tenure-track faculty. The Charter shall be amended when proposals are approved by a majority of those voting.

MOTION:
This motion proposes the following amendment to the Faculty Congress Charter:

Article II, Membership
Existing sentence:
All faculty representatives must be tenure-track. Each college or unit shall have a representation of 1 faculty member for every 15 tenure-track faculty members or fraction thereof.

Proposed amendment:
All congress representatives must be tenure-track or full-time instructors. Each college or unit shall have 1 representative for every 15 tenure-track faculty members and full-time instructors or fraction thereof.

Appendix B (Submitted by Vice-Chancellor Brown)

Background: Both the National Science Foundation and the National Institutes of Health require all institutions receiving funding from them to have an RCR policy. We have been using the Manoa policy, but we need to have our own. This proposed UHH policy is based mostly on Manoa’s policy, although Manoa has listed two policies: one for NSF and one for NIH. We have refined their policy and included it in a single policy, like most other universities do.

More information can be found at: