

Faculty Congress Minutes 12-16-2011

Members Present: Julie Adrian, Jonathan Awaya, Jim Beets, Todd Belt, Kekoa Harman, Aaron Jacobs, Eileen Lovell, Seri Luangphinit, Bruce Mathews, Drew Martin, Sarah Marusek, Rachel Nazara, Brian Perry, Cheryl Ramos, Amy Saxton, Michael Shintaku, Kathleen Stacey, Norm Stahl.

Members Absent: Emmeline dePillis, Fiona McCormack, Mark Panek, Hiapo Perreira

Others Present: Michele Ebersole, Jan Ray, Dan Brown

Quorum achieved 3:07pm

I. Approval of Minutes from November Meeting

One correction offered: Under Curriculum Review, p. 3, change to “teaching CRC members on reviewing syllabi.”

Motion: Norm Stahl, seconded by Kathleen Stacey, to accept minutes as amended. Motion passed unanimously.

II. Congress Chair’s Report

Jim Beets in substituting for Bruce Mathews.

- a. Proposals to be submitted re: Faculty Development Fund. Chair requests further proposals.
- b. Education Dept. request tabled until next meeting

III. Committee Reports

Assessment Support: Seri Luangphinit had nothing to report.

Academic Policy: Aaron Jacobs

Two handouts distributed for informational purposes:

1. “Student Academic Expectations and Responsibilities.” Purpose is to develop an awareness among student body and [promote the ideas by other means. Will go into students’ packages for opening week. Will help them to understand syllabi, planning for their success, etc. Rachel Nazara suggests working with UHSA for distribution
2. “Contract Renewal, Promotion, Tenure for Teaching Faculty.” Asked to consider information in Tenure and Promotion Guidelines. Concerns have been raised regarding vagueness of language in prior document. Note: Changes in italics, strikethroughs on replaced language.

A discussion broke out during the committee report:

Sarah Marusek asked if there is any language regarding early promotion? She would like clarification regarding process and number of years and how the request to go up early is handled.

Jim Beets suggested we make it more explicit.

Drew Martin suggested that we consider the timeline in more black and white terms how time served is counted.

Jim Beets and Aaron Jacobs discussed how these concerns are already addressed in the UHPA Contract.

Jim Beets suggest when we discuss it next week we have copies of the contract available.

Aaron Jacobs will bring them to the January meeting and solicit more advice through his committee.

Admissions/EMIT: Julie Adrian

Pre-built update, they have started registering Freshmen for 2012. They are asking for Congress' input regarding adjustments for MATH in Spring similar to adjustments necessary for ENG.

Another discussion broke out during the committee report:

Seri Luangphinit suggested asking MATH regarding resources available.

Jim Beets noted that feedback from each unit is important.

Julie Adrian said that some in the committee think maybe it should be adjusted only for freshmen majoring in the sciences.

Jim Beets suggested opening it up for discussion at this meeting so that we can give our input from discussion today.

Jim Beets, representing his Department and Division, stated that they want MATH in the first year, at least for the science majors.

Jim says it is the committee's responsibility to contact MATH.

Jim says our suggestion should be that EMIT committee poll the departments for input from specific majors as what is true for sciences may not be true for other majors.

Budget: Norm Stahl

Distributed a report from the Long Range Budget Planning Committee.

Marcia Sakai had talked about doing short presentations to congress.

The handout contains Marcia's proposed topics.

Norm Stahl said Marcia thinks it would be inappropriate to single out Athletics as an individual department for scrutiny.

Norm Stahl said there have been some discussions of quality measures in order to inform budgetary decisions.

Subcommittees may be formed to tackle these issues regarding quality measures.

Drew Martin asked for clarification – "Are we a public university?"

Drew Martin continued by stating that we need to understand the big picture so that we can do our job of controlling curriculum.

Kathleen Stacey said that she would like to know the bigger picture regarding how decisions regarding budget are made.

Jim Beets reiterated that the Executive Committee discussed having Marcia Sakai come in January to discuss the various major "pots of money" and a preliminary sketch on how decisions are made.

Curriculum Review: Mike Shintaku

Committee has met 4 times, have approved 59 course modifications and proposals, and sent 19 back for corrections through Curriculum Central.

MAT (Teaching) was approved.

Undergraduate Engineering ATP was approved.

Michele Ebersole noted that the Engineering ATP had not gone through the CAS CRC process.

Dan Brown and Jim Beets said that the confusion may have resulted from the lack of a CAS Senate.

Cheryl Ramos said Congress should refer this back to CAS for approval.

Aaron Jacobs said that there is a flowchart for approval, which even includes boxes and diamonds and squares.

Cheryl Ramos proposed the following motion:

Motion: “The Engineering ATP be shared with the CAS Senate for discussion and consideration.”

Motion seconded by Kathleen Stacey.

Points of information:

Aaron Jacobs questioned is this time-sensitive?

Mike Shintaku replied that it needs to go to System by Jan 11th.

Jim Beets suggested a Friendly Amendment

Friendly Amendment: “Congress is not suggesting a rerouting, but are suggesting that CAS be consulted and informed and be allowed to comment as the process moves forward.”

Motion carried unanimously with amendment.

The Academic Policy Committee will suggest routing procedure for full proposals as well as ATPs that will include Senates in the process.

General Education: Todd Belt had nothing to report.

IV. Graduate Council Report: Aaron Jacobs

1. Approval of DPT program. (Doctor of Physical Therapy). Full program proposal is making its routing.
2. Decided to allow PhD students to take courses outside of the university if those classes are pre-approved. May transfer these credits with a “B” or better.
3. Rewording language of BOR Classification system for UHH. Working with Nancy Lombard who is tackling the same thing at the executive level to make sure language matches.

V. Research Council Report: Jim Beets defers to Dan Brown

Dan wants to meet with faculty who have no clue what services the research office has to offer. Dan also wants to know what services are needed by faculty. Dan has asked the

research council to look at the Strategic Plan to see how it connects with research activities on campus.

VI. UH-H Distance Learning Advisory Committee: Jan Ray

Distributed information flyer. New committee set up by Kenny Simmons.

Charged with developing policies related to distance learning.

Wants to make sure we are in alignment with system, WASC and Assessment Support Committee.

VII. Other Business

Bruce Mathews, Outgoing Chair update:

Common course numbering – most who have been talked to want to start small, with only a few classes.

Concerns have been raised regarding the quality of some lecturers at UHH and how to best improve the situation, particularly when there are often limited options in the Hilo area.

Faculty have raised concerns regarding Deans allowing students to make core course substitutions or waivers that may be out of line with faculty/departmental expectations. Kenny Simmons has said that she is willing to meet with concerned faculty and intervene/overrule on such matters if necessary.

Todd suggested that we refer this matter to Academic Policy Committee.

Jim Beets said we should make a suggestion on what we would like them to consider.

Bruce said “Thank you to everyone, I’ve never heard so many compliments from faculty and admin that the chemistry in Congress is better, it’s much better than in the past. Thanks for helping me out and being so supportive. I wish to attend next semester in my capacity as acting Dean.”

VIII. Adjourn

Move to adjourn by Norm Stahl

Seconded by Bruce Mathews

Meeting Adjourned at 4:42pm