

UH Hilo Faculty Congress December 2012 Meeting Draft Minutes

December 14th from 3:00pm
K127

Members Present: Julie Adrian, Mitch Anderson, Todd Belt Lari-Anne Au, Jonathan Awaya, Jim Beets, Jerry Calton, Eileen Lovell, Adam Pack, Mark Panek, Janet Ray, Maria Haws

Others Present: Steve Lundblad, Jean Ippolito, Jube Kuewa

Members Absent: Hiapo Perreira, Brian Perry, Kekoa Harman, Amy Saxton, Michael Shintaku, Norm Stahl, Peton Wong

3:11: meeting called to order.

Approval of November minutes: Motion to approve: Adam Pack, seconded by Eileen Lovell, unanimously approved.

Chair's Report:

Common Course Numbering

Faculty Lounge→ Various suggestions were made for a location. Jim will check on PB9's availability.

Faculty Development Fund→ Jim indicated that the Chancellor is going to provide funds for faculty development **separate from** the "Professional Development" fund.

Spring Faculty Forum→ Jim Beets asked for input to the ad hoc committee in charge of the event: Jan Ray, Michael Shintaku, and Jim Beets. The topic should be related to research and scholarship development for faculty. Todd Belt indicated that surveys from the September Faculty Forum indicated a preference for a "workshop" approach over a "presentation" approach.

Chair's School ad hoc committee→ Jim Beets asked for volunteers for this committee. Jan Ray volunteered. Others were nominated, and Jim will contact them.

FC Response to "No Action" on motions→ Jim indicated that a mechanism is not in place to define this procedure, and that it will be defined in the Congress manual currently under construction. A suggestion was made to list such "non-actions" on the Congress website, if only to provide documentation to justify possible discussion of "no confidence" votes.

Graduate Council Liaison→ Adam Pack has agreed to be the GCL.

Faculty Congress Budget due to VCAA in April → Jim Beets asked members to provide input for the budget Congress needs to present for AY2012-2013. Jan Ray asked to see prior budgets as a point of reference. Jim explained that he would like to uncover different versions of prior Congress budgets. He explained that the upcoming Congress manual would define this procedure.

Committee Reports*

*Please note that Committee Reports are for informational purposes only. For further clarification, suggestions, and/or airing of personal anecdotes, please see the relevant committee chair outside of the Congress meeting.

a. **Assessment Support:** Seri Luangphinit reported that the committee is progressing on the 2009 cohort study of ENG100/T papers. Please see the Assessment Support Committee website for further information.

b. **Academic Policy:** Mitch Anderson reported that Program Review is being vetted by certain departments across campus. The APC has come up with a policy to define “credit hour policy” in an age of distance learning. Details are available on the APC website under “December Report.” The APC is also revising a flowchart before it comes to Congress for a future motion.

c. **Student Success and Admissions, EMIT** Julie Adrian: appended below.

Motion: Adam Pack moved to adopt the modified Leeward Community College policy and procedures for dis-enrolling students who have failed to satisfy the prerequisite during early registration and remain enrolled in a sequential course: “The Leeward CC Registrar’s Office will perform an administrative disenrollment of any student who has failed a prerequisite for a course for which the student is preregistered in a subsequent semester.” **Seconded** by Mitch Anderson. Unanimously passed.

d. **Budget:** deferred.

e. **Curriculum Review:** Emelline dePillis indicated that the CRC has passed over thirty proposals and is sitting on none.

f. **General Education:** Todd Belt discussed GE’s survey on the WASC self-study. The survey results will eventually be available on the GE Congress website. The committee has redesigned the GE application. The **deadline** will be Friday, February 8th. Dr. Belt offered to help anyone at all having trouble with the application. Last: there has been discussion about using Curriculum Central for GE certification in the future. Todd registered his opposition to this idea.

Senate Presentations: Jean Ippolito indicated that Social Sciences Division Chair Chris Frueh presented results of a survey to the CAS senate indicating that 76% of Social Sciences faculty

felt administration's performance was "poor," and that 44% of Social Sciences faculty will be going on the job market within the next three years.

Research Council Report: To the current three main sources of faculty funding (Travel Awards, Seed Money Grants, Research Relations Grants), Research Proposal Development Awards will be added.

Old Business: MW Survey will be conducted next semester; **motion** to support CAS motion for naming UCB after Patsy Mink

Motion: Mark Panek moved to support the following CAS Senate Motion, made on November 17th 2006, to name UCB after Patsy Mink:

**CAS Senate Motion on naming the
University Classroom Building
Adopted November 17, 2006**

Whereas Patsy Takemoto Mink, born Paia, Maui, in 1927, died 2002, was one of the premier advocates for social justice in Hawai'i and the nation for more than half a century; and

Whereas she was a graduate of the University of Hawai'i, B.A. 1948, and the University of Chicago Law School, JD 1951; and

Whereas she represented the Second Congressional District of Hawai'i, including the Big Island, from 1965-1977 and 1990-2002, in a total of thirteen U.S. Congresses; and

Whereas she was a champion of public education (including the drafting of Title Nine legislation), women's, children's, and minority rights; and

Whereas she exemplified the highest ethical standards of public service, transcending political ideologies; and

Whereas the UHH Chancellor and UH President have expressed the appropriateness of honoring her memory through the naming of the University Classroom Building in her honor,

Therefore be it resolved:

The CAS Senate endorses naming the University Classroom Building in honor of Patsy Takemoto Mink and requests the UHH Administration to strongly endorse and forward this recommendation to the UH Board of Regents for action.

CAS Senate vote: 19 Yeas, 0 Nays, 2 Abstentions

Motion Seconded: Mitch Anderson. Motion passed unanimously, 14-0.

New Business: AAUP Redbooks were distributed.

→ Steve Lundblad explained how a "general interest" science seminar series was in the works, and it would be announced next semester.

→Faculty Congress Chair Election: Michael Shintaku was unanimously elected.
→Todd Belt discussed possible improvements to the Tenure and Promotion process, and asked to have the APC draft these T&P revisions.
→Adam Pack indicated that the PR ad hoc committee has met, with the following action items: to invite the current University Relations staff to discuss what is in fact already happening, and to conduct a survey among faculty regarding efforts to publicize their work.

Motion: Janet Ray moved to have the new emergency display clocks to be put on switches, such that they are only activated during and actual emergency, to save in electrical costs. Mitch Anderson seconded the motion. Upon discussion, Jim Beets moved to **table the motion** and discuss the issue with Cam Muir at the next Congress meeting. Mitch Anderson seconded the motion to table, which passed unanimously.

Adjournment

Motion to adjourn: Mitch Anderson. Seconded: Mark Panek. Passed unanimously.

Meeting adjourned at 5:19

Respectfully Submitted,

Mark Panek

Congress Secretary

Appendix A: Admissions Report

SSA/EMIT Report_December 2012

Upon request from Congress, the problem of students failing prerequisite courses and remaining enrolled in sequential courses was an agenda item at EMIT's last meeting. Other Colleges, for example Leeward Community College have policies in place to address this issue.

There are processes to identify these students, and it is possible to resolve this problem (Modified Leeward Model). Unfortunately, UH Hilo has a very high rate of late grade submissions, which would interfere with the process. The majority of faculty is compliant, but a few are not.

The SSA Committee agreed to propose the Modified Leeward Model to Faculty Congress, with the students being notified by e-mail and sent to speak with their advisor.

The SSA Committee agreed that faculty should be advised of the consequences of late grade submission and the reasons for 'repeat offending' should be sought.

Following Congress' review of the Model, a plan to bring forth a motion: 1) to adopt the Modified Leeward Model with a deadline to be determined from the end of grade submissions to the commencement of the next semester; 2) to e-mail all faculty explaining the resolution and encouraging them to submit grades on time; 3) late grade submissions by faculty will be addressed by the respective Dean.

Plan for next semester:

Discuss English language requirements for foreign students. Previously a TOEFL score of 500 was required, or students were referred to the English Language Institute. There are currently no TOEFL requirements but it was agreed that this should be reinstated if the ELI approves. A required score of 550 was proposed.

Discussion of English courses on campus, with the plan to further investigate 2-tiered English courses and to 'aim higher' in terms of our expectations of student writing competence.

Review Faculty Expectations of Students Document and previous recommendations from 2010 Admissions Committee.

Leeward Community College

Modified Policy on Administrative Disenrollment for Failed Prerequisites

Policy Objectives: the purpose of this policy is to ensure that Leeward CC students are adequately prepared to succeed by having completed all appropriate prerequisites to a satisfactory level.

Procedures:

The Leeward CC Registrar's Office will perform an administrative disenrollment of any student who has failed a course for which he or she had a prerequisite clearance and which is a prerequisite for a course for which the student is preregistered in a subsequent semester.

This should be performed for any student whose home campus is Leeward CC.

The administrative disenrollment will be performed as soon as practicable after grades are rolled in any given term, once a report of failed prerequisites is available.

Students will be notified of their disenrollment via UH e-mail accounts and advised to see their advisors for options to reschedule courses impacted by the disenrollment.

Advisors will be provided with a list of students who have failed such prerequisite courses, and a copy of the list pertinent to each Instructional Division will be shared with the respective Division Chair.