

Faculty Congress Meeting**October 22, 2010****3:00 p.m. – 5:00 p.m. K-127**

Members present: B. Leonard (Chair), B. Bays, A. Jacobs, J. Ippolito, K. Commendador, S. Luangphinit, G. Tan, R. Figueroa-Centeno, N. Stahl, Y. Qin, N. Arancon, J. Beets, E. Stacy, K. Stacey, S. Marusek, F. McCormack, K. Kawai'ae'a, D. Hammes (for E. DePillis) and S. Asistin (for R.J. Mendoza)

Members absent: S. Shehata, Y. Ohara

Guests present: P. Castille, L. Hong, D. Brown, L. Golian-Lui, K. Hayashi, S. Millard

I. Report from the Chair

- Strategic Planning session with Sian Millard, 4:00pm - 5:00pm.
- **Motion to approve minutes from 9/24/10 meeting. Motion approved by acclamation.**
- **Announcements:**
 - Congress members should be aware of UH executive memorandum #05-01, encouraging stakeholder participation in important decisions affecting the University.
 - Congress Executive Committee and the Chancellor to plan for an all-day faculty retreat at the Hilo Hawaiian Ballroom on the Friday before spring semester classes begin.
 - Agenda for All-Campus Council of Faculty Senate Chairs 10/29/10:
 - Discussion of revising academic calendar
 - Discussion of common course numbering across the UH system
 - Discussion of shared online library databases

II. Executive Committee

Motion: Faculty Congress recommends that the Chancellor establish an Office of Ombudsman to act as a moderator and facilitator for intra-campus conflict resolution.
Rationale: Faculty, staff and student disputes are not handled well at this campus and this creates tension on campus. Creating an Office of Ombudsman would help alleviate much of this tension.

- Discussion: N. Stahl commented that Student Affairs unanimously opposed to motion on basis of funding priorities at this time. R. Figueroa-Centeno and J. Ippolito mentioned need to establish office even in difficult economic times. B. Leonard asked members to agree to motion in principle and allow Chancellor to decide when and how to implement recommendation from Congress.
- **Vote was 17 for, 1 opposed, 1 abstain. Motion passed.**

Suggested change in Faculty Congress Spring meeting schedule:

Change from 2/25/2011 to 2/18/2011, from 3/18/2011 to 3/11/2011. Members consented to change. The UHH Faculty Congress will meet on the following dates in the Spring Semester: 1/28, 2/18, 3/11, 4/15, and 5/6.

III. Academic Policy Committee

Motion to recommend that the language in the UHH catalog, course numbering system, be modified to:

"Courses **600** and above cannot be used toward baccalaureate requirements."

- Discussion: R. Figueroa-Centeno, Chair, mentioned clarification of Ken Morris' concerns at last FC meeting. Motion is a good first step to resolve immediate problem, though there are larger issues to address in the future.
- **Motion passed unanimously.**

IV. General Education Committee

- E. Stacy, Chair, reported that her committee is working on clarification of issues and processing course applications. Students in 2011 will experience a bottleneck in GE courses as there will not be as many courses available in that year as are now. The committee is working on policy recommendations and clarification of specific terms so that students don't experience undue hardship. An official list of 2012 approved courses will be posted to the website in late spring.
- K. Commendador asked if 2012 courses will be retro-active. J. Ippolito mentioned that the current policy is that they are not, but Congress' recommendation is that students in fall 2011 should have access to 2012 courses.
- B. Leonard commented that the GE implementation team will be asked to report to Faculty Congress next month.

V. Assessment Committee

- S. Luangphinit, Chair, reported working with a group of HawCC and high school faculty on benchmarking writing. Survey results find a lack of material for benchmarking, indicating lack of writing preparation for students coming to UHH. Survey data should be ready for discussion at the next Faculty Congress meeting.
- S. Luangphinit will be going to California St. University - San Marcos to meet on accreditation/assessment. She requests that any UHH faculty or administrators that may have specific questions for our benchmark school to please contact her and let her know.
- L. Golian-Lui, University Librarian, mentioned that the Library is currently working on assessment of collections and services and would like contact information for those personnel at Cal. State doing similar activities.

VI. Budget Committee

- B. Leonard, Chair, reported that the Long-range Budget Planning Committee is working on a draft budget allocation to units with an expected 6.2% reduction. This reduction does not affect individual faculty pay (per current UHPA contract), but may have implications to units wanting to hire new personnel.

VII. Curriculum Review Committee

- J. Ippolito, Chair, reported that the deadline for course/program proposals to come to the committee is Nov. 1st. She described the process whereby committee members review proposals on Curriculum Central. The committee's next meeting is Nov. 10th to finalize discussion and vote on specific proposals. The committee will also establish review criteria and tools for applicants such as a template for syllabi and GE learning outcomes.

VIII. Graduate Council Liaison Report

- A. Jacobs, Graduate Council liaison reported that their sub-committee is looking into the impact of the proposed DPT (Physical Therapy) program on the undergraduate campus. The committee is collecting data into a draft document that will be circulated to key faculty in related areas before sending a final report to the Graduate Council. A report will also be made to Faculty Congress.

IX. Miscellaneous

- **Research Council:** J. Beets reported about their meeting with Chancellor Straney. The Chancellor was supportive of a proposal development program. As most research faculty are concerned about not having enough time for proposal development, this program would address those concerns through direct funds or course buyout. The Chancellor was also excited about proposals supporting graduate, undergraduate and faculty research, emphasizing the importance of having undergraduate research opportunities. Lastly, it was reported that the Chancellor emphasized defining our mission or brand and developing a new model that emphasizes optimization of teaching quality and a balance between research and teaching.
- **Faculty Retreat:** B. Leonard asked members about developing a theme or topics for the planned retreat and the need for faculty interaction and discussion time. Some ideas proposed from members included teambuilding skills, sharing innovations in teaching, inviting a local speaker to emphasize our impact on the community, and using a world café discussion format.
- **Faculty Morale:** Vice-Chancellor Hong reported that the Administration will announce an open forum for faculty on how to improve morale.
- **EMIT:** B. Leonard distributed a report from the last EMIT meeting and asked members to review it carefully. J. Beets will attend the next EMIT meeting.

MEETING AJOURNED 5:00pm