

Minutes
UH Hilo Faculty Congress Meeting
January 16, 2015
Student Services Multipurpose Room
3:00 p.m. – 5:00 p.m.

Attendance:

Roberta Barra, Michael Bitter, Alice Davis, Kimberly Furumo, Norbert Furumo, Mary Louise Haraguchi, Kekoa Harman, Jean Ippolito, Seri Luangphinit, Avis Masuda, Faith Mishina, Janet Ray, Mike Shintaku, Vladi Skorikov, Kathleen Stacey, Shih-Wu Sung

Others: Vice Chancellor Matt Platz; Vice Chancellor Marcia Sakai; Registrar Chelsea Kay Wong; Emmeline de Pillis, Tom DeWitt

Guest: Senator Gil Kahele

Absent: Julie Ann Luiz Adrian, Mitch Anderson (sabbatical), Jim Beets, Iota Cabral, Jesse Goldman, Todd Shumway

Approval of minutes from the last meeting

Jan R motioned to approve

Discussion:

Corrections to p.2 under Old Business:

- most proposals are course/program minor modifications that can be done quickly
- list of courses/programs meeting the criteria for potential fast-tracking will be compiled by the Curriculum Coordinator and submitted to the Faculty Congress Curriculum Review Committee Chair for editing and final approval.

Jan R. moved to accept minutes; Alice D. seconded 16 yes/0 no/0 abstain; minutes accepted.

Faculty Congress Chair Report

- FC Executive Committee to decide if Graduate Council policy or proposal needs to come to full Congress; FC Exec Committee approved continuous enrollment proposal.
- Last meeting: 4 motions sent forth to VCAA and Chancellor; check FC website for updated progress on motions.
- All Campus FC Chairs met to continue work on clarifying roles between UHPA and Faculty Congress; MOA circulated and will be posted on FC website
- Implementation of Five-Year Review Process: UHPA to work with administration to set up system to track faculty every five years; Chancellor Straney/JN Musto will send out letter to faculty in next few weeks
 - Not necessarily a post-tenure review;
 - Thinking is to have reviews go through DPCs
 - Faculty Forum forthcoming – please encourage constituents to attend

- Chancellor and Vice Chancellors to host “Coffee Session” on **Friday, January 30, 2015 @ 9:30am at Faculty Lounge (PB-9).**

Committee Reports and Vote to Approve Committee Membership

- Assessment Support, Seri Luangphinith: WASC Report is available at accreditation website (communications to/from WASC).
- Academic Policy, James Beets – Kim reported Jim is updating APC flowchart
- Student Success and Admissions, Faith Mishina – no report
- Budget Review, Roberta Barra – Nov/Dec meetings cancelled; VCAA asked committee to look at course overload data.
- Curriculum Review, Norbert Furumo: committee will meet next week to review last few.
- General Education, Michael Bitter: recertification of 196 courses started; proceeding through departments; new course cert separate.
- Program Review, Mitchell Anderson; Seri reported they are generating data reports; data to be made available on program productivity

Ad Hoc Committee Reports

- Monthly Speaker Series, Emmeline de Pillis – Kim reported series well-attended
- Standard Weekly Schedule Analysis Committee, Michael Shintaku: sent inquiry to department chairs; most responded; committee to meet to determine campus-wide implications.

Other Committee with Faculty Congress Representation

- Prior Learning Assessment Committee, Faith Mishina – no report
- EMIT Committee, Seri Luangphinith: need to check on committee representatives; VCAA reported committee has not met; considering reorganization of committee: retention and admissions & recruiting.
- Sustainability Committee, Shih-Wu Sung: study is completed; will forward Kim report to upload to website
- Parking Committee, Adam Pack – no report.
- Rose Tseng Lecture Series, Jan Ray – no report.
- UNIV 101 Analysis Committee, Norbert Furumo: committee meets next Wednesday to work on syllabus focus.

Liaison Reports

- Curriculum: Jean Ippolito reported 160 courses approved in Curriculum Central; report sent to Registrar; 24 program modifications; PharmD and PhD in Pharmaceutical Science to be reviewed; MAT Program to be approved; KES targeted for Feb 15; Aeronautical Science degree (52 courses) getting finalized through Curriculum Central, but not startup until 2016. Search committee process for Curriculum Coordinator position underway.
- Professional Development: Jan Ray reported continuing work; helping Environmental Science and Women’s Studies going through review; faculty brown bag in February.

Faculty Senate Chair Updates

- CAS, Jean Ippolito: report from December meeting – draft policy on teacher/student consensual relationships; gathered feedback and sent to administration. Deans' review starting soon.
- CAFNRM, Mike Shintaku: program review going on; site visit January 26, 2015; motion in college regarding reinstatement of classes (e.g., under-enrolled courses that are taught as x99).
- CoBE, Roberta Barra: met in December to get ready for accreditation visit in February 22-24, 2015.
- KHUOK, Iota Cabral: no report
- Pharmacy, Andre Bachmann no longer at UHH; no report
- Library, Kathleen Stacey: no report.

Old Business:

- Motion to **place** incoming freshman into UNIV 101 (de Pillis)
 - 2nd reading by Norbert Furumo
 - Mike S motioned to approve; Shih-Wu seconded
 - Discussion:
 - No problem with Student Services as long as people have qualifications to be hired as BU07 lecturers
 - Part of pre-built freshmen schedules
 - Benefits of supporting student retention may outweigh costs.
 - Vote: 16 yes/0 no /0 abstain; motion passed.

New Business

- Note: New Business items at the time the agenda was created; however,
- Tom DeWitt from ALEX (Applied Learning):
 - Provided overview of ALEX
 - Shared programs, operations, and initiatives; for example,
 - Facilitates internships
 - Averages 175 student volunteers
 - Student Research Conference
 - Faculty teaching awards
 - With Norm Stahl's retirement, some responsibilities were added to ALEX (e.g., resume writing and interviewing workshops; career/job fairs; on-campus interviewing)
 - Working on applied learning course identification and classification.
- VCAA Platz appointed an advisory board for ALEX; board will work on addressing items in WASC report.

Motion to adjourn Norbert; Mike S seconded; 16 yes/0 no/0 abstain.
Meeting adjourned at 4:25 pm.

Respectfully submitted,
Avis Masuda
Faculty Congress Secretary

Attachment 1

Motion: To require incoming freshman to take a one-credit UNIV 101 course

WHEREAS the University wishes students to persist and succeed in their chosen degree programs, and

WHEREAS the University wishes to impart the skills necessary for students to meet their goals, and

WHEREAS enrollment in first year success courses such as UNIV 101 is associated, ceteris paribus, with significantly higher retention and graduation rates (see for example <http://researchnews.osu.edu/archive/lrngclas.htm>), and

WHEREAS the cost of providing a one-credit faculty-taught first year success course to all incoming freshmen, to be compensated at normal overload rates, would be less than the additional tuition revenue generated by retaining four in-state and two out-of-state students for one additional semester,

Therefore, be it resolve that all incoming freshmen in the fall semester be placed into a section of UNIV 101, a one credit course offered on an overload basis by interested faculty and qualified staff.

Attachment 2

MOTION: Establishment of the Faculty Development Committee and recommendation to approve the review of all information considered 'faculty development' presented by Faculty Congress and the UH Hilo Administration.

WHEREAS, faculty development is a vital role within a healthy, functional university.

WHEREAS, faculty development opportunities are provided by different sources within the university;

Therefore, we propose establishment of the Faculty Congress Faculty Development Committee with the responsibilities of review and coordination of faculty development opportunities in collaboration with the Office of the VCAA office. The Faculty Development Committee will follow the responsibilities approved by Faculty Congress and maintain an updated notice of faculty development opportunities.

