

Faculty Congress Meeting

March 18, 2011

3:00 p.m. – 5:00 p.m. K-127

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

Members absent: F. McCormack, C. Jobson (UHSA representative)

Guests present: Vice-Chancellor Brown, Vice-Chancellor Simmons, Vice-Chancellor Fitzsimmons, R. Hirokawa and D. Sakai.

A. Chair and Executive Committee Report

a. ACCFSC meeting report

Barbara distributed a handout to Congress members concerning questions for Regent Karr. If Congress members have any other big questions that need to be asked, please send them to her and she will address with the Chairman of the BOR at the April 15th meeting.

b. Long-Range Budget Planning Committee report

Barbara distributed a handout to Congress members concerning the House draft of the Biennium budget. UHH gets 3% cut to G funds. VC Fitzsimmons added that the Legislature is still looking at the idea of sweeping special fund accts. The House may look to increase budget for partial salary restoration – furloughs, but this may mean taking a cut on another budget line.

c. Call for nominations:

Barbara asked members to please recommend someone for Faculty Congress next year if they were not going to run for re-election. Barbara will send out an email for nominations after spring break.

B. Curriculum Review Committee – Report from Jean Ippolito, Chair.

a. Presentation of ATP: BA and Minor in Gender Studies – Susan Brown

Susan noted that UHM has a Women's Studies program, but no campus has a Gender Studies program. This program will be attractive to students also as a second major. Susan asked for a recommendation to move forward. If the program succeeds after 3 years, they will ask the Administration for a new position. If not, then they will consider folding. Susan noted that the budget proposal may be confusing as a cross-disciplinary program.

Vice-Chancellor Simmons mentioned that the ATP was approved by the CCRC last year but it didn't get presented to Faculty Congress. The next step now is for Vice-Chancellor Fitzsimmons to sign off on the template. The May CACAO meeting will likely be the earliest opportunity for review at that level.

S. Brown noted that they have started planning the curriculum and will ask for an exception to implement some parts in Sept. 2011. A discussion of making changes to alpha listings in Curriculum Central followed.

b. MOTION for creation of the position of Curriculum Coordinator

J. Ippolito presented reasons for creation of a new position. At the last CCRC meeting, VCAA Simmons discussed April Komenaka serving in this capacity and is now asking Congress for an endorsement. She noted that April will design the new Curriculum Office.

B. Leonard added that this position will help facilitate the work of the Curriculum Review Committee.

VCAA Simmons was concerned with mention of "overseeing" the development and review of the curriculum. Members suggested amending the language as follows:

*The CCRC requests that the University create a full-time position for a Curriculum Coordinator who will be responsible for **facilitating the development and review processes of curriculum.***

Vote on amended motion: 16 approve, 2 abstain. **Motion Passes.**

C. Assessment Committee – Report from Seri Luangphinith, Chair

Seri presented 4 rubrics (Info Literacy, Communication, Quantitative/Scientific Reasoning, and Cultural Diversity) to the GE committee which are also posted on the Faculty Congress website. For each rubric, yellow columns denote critical thinking skills. WASC interested in using Cultural Diversity rubric as example for other similar institutions.

D. General Education Committee – Report from Elizabeth Stacy, Chair

The Committee is currently reviewing courses and getting the database up and running. New courses have been certified for GCC. Elizabeth will present a list of certified courses at the next Congress meeting. The Committee has met with Seri, Chair of the Assessment Committee, to discuss that committee's 4 rubrics for learning assessment. GE committee members agreed to encourage adoption of these rubrics within their departments/units.

E. Strategic Planning Committee Report: Elizabeth Stacy

SPC update reports are issued every two weeks. The Committee is working on 5 to 7 goals as requested by the Chancellor as well as actions and key institutional indicators (Will need to look at nature of goals before determining final number). A new mission statement will be issued with goals to faculty congress, the Hanakahi Council and UHHSA for review. The public review period will be the week of April 11, followed by a secondary review per public comments. B. Leonard mentioned that Congress will do a survey of tenure-track faculty after the next meeting (before finals) for feedback.

F. Academic Policy Committee – Report from Ramon Figueroa-Centeno, Chair

a. MOTION to approve new tenure & promotion guidelines

Discussion: A. Jacobs expressed concern from the CoP about submitting unsolicited materials in tenure applications. B. Leonard noted that currently it is possible that faculty from an applicant's department do not have a vote on an applicant's tenure decision before the application goes to the University-level committee, and it is possible that an applicant may not have any department person on the DPC. There are no restrictions on who can put material in an applicant's dossier but they must give their name and time for the applicant to respond before it goes to the DPC. After DPC review, nothing unsolicited by the candidate can be added to the dossier.

Vote to approve 9, oppose 0, abstain 6. **Motion Passes.**

G. EMIT – Report from J. Beets

Pre-built schedules will go online and be used this fall. Versions currently online are not the latest versions. There will need to be adjustments due to vacant faculty positions. J. Beets also noted that the Committee has concerns about placement exams. R. Hirokawa explained about the math placement exam being put online and how it is good that it is to be a free exam taken from home, not like COMPASS test. Student will take all four parts, scores will determine course level. K. Simmons noted that writing exam placement determined by SAT score (but not used if GPA 3.0+). Issue is controversial at other institutions for English tests. K. Simmons, will try to set up validation test for the online math placement exam. R. Hirokawa mentioned that prebuilt schedules are popular with students' parents.

H. Graduate Council – A. Jacobs

Council is working to address development of program proposals (WASC and BOR). A committee was established to reconcile both documents with each other. Council just reviewed PhD proposal for TCBES, very supportive and working with developers. A. Jacobs will be the new web administrator for Grad Council. Council also wants to address impact of people who will do research instruction, TA programs -- will have more to report at next Congress meeting. K. Simmons wants to make cost revenue templates accurate. They are scrutinized for number of students, library resources, etc. D. Fitzsimmons added that hopefully the strategic planning process will help us focus on how we want to grow. Currently very grass roots, need to have issues addressed in coordinated and prioritized way.

I. Research Council – J. Beets

Council is looking at RCUH budgets, they have sustained and grown during economic downturn. Travel, SEED and Faculty Development funds are still available.

J. Budget Committee – B. Leonard

There is a 4% general fund cut proposed by the House Finance Committee. D. Fitzsimmons added that the State Senate is currently reviewing proposed House cuts. UHH is a lot leaner than other campus budgets, we don't have a lot of infrastructure as in the case of a comprehensive university. B. Leonard added commented that there is discussion across the System on raising tuition. Debra added though that the Governor wants a reprieve for students before next tuition increase.

K. New Business: MOTION to amend FC Charter on membership

First of two required readings, so members will note vote on motion until next meeting. J. Beets presented reasons for change and new language. B. Leonard distributed a handout to members with the names of all faculty within the various departments and asked members to email their constituents to make them aware of the effects of the motion on changing representation. J. Beets noted concern of instructors and that they are considered faculty in departments but do not have representation in Congress. B. Leonard thinks Congress membership may grow by 30% with instructors included. Some members mentioned rigor of tenure-track (publishing, research) that make their responsibilities different from instructors. Congress would also need to change bylaws to include instructors on committee membership. N. Stahl suggested amending the language of the motion to include specialists:

All congress representatives must be tenure-track or (if non-tenure-track) full – time instructors or specialist faculty in rank I2/S2 or higher. Each college or unit shall have 1 representative for every 15 tenure-track faculty members and full-time instructors/specialists or fraction thereof.

MEETING ADJOURNED: 5:00 pm