

Faculty Congress Meeting

May 6, 2011

3:00 p.m. – 5:00 p.m. K-127

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

Members absent: G. Tan, D. Hammes, E. Stacy, and C. Jobson (UHHSA representative)

Guests present: Vice-Chancellor Simmons, Vice-Chancellor Hong, R. Hirokawa, D. Sakai, A. Saxton, J. Awaya, B. Perry, J. Adrian, D. Martin, E. Lovell, E. Fisher, M. Panek and B. Mautz

A. Motion to approve minutes from 4/15/11 meeting:

<http://www.uhh.hawaii.edu/uhh/congress/>

Motion approved by acclamation.

B. Chair and Executive Committee Report

a. **Election Results:** Barbara announced the election results for the 2011-2012 Faculty Congress and new members introduced themselves.

b. **Update from VCAA Simmons: ATP on hold:** Kenny updated Congress members on new program ATP (Authorizations to Plan) on hold for next academic year due to the current campus budget situation.

April Komenaka is working on a "crosswalk" document for new programs to meet the needs of both CACAO and WASC. UHH has to do a better job at the start of the process in getting people to better understand what the program proposal should look like. J. Beets commented that feedback from the faculty shows that they don't know where the proposals are in the process, faculty are never engaged in the final discussion --no final meeting where all faculty in the department are informed.

J. Ippolito added that the CCRC doesn't have knowledge of deactivated courses in the new process. K. Simmons responded that a course deactivation form can be found on the VCAA website. She added that we need something that links courses to all the programs that use them.

- c. **Old Business: Proposed charter amendment to include representation of instructors.**
Second reading of the original motion by J. Beets. N. Stahl submitted an amendment to J. Beets' motion:

All Congress representatives must be tenure-track or other full-time faculty in rank I/S/R-2 or higher. Each college or unit shall have 1 representative for every 15 qualified faculty members or fraction thereof.

Discussion: N. Stahl explained importance of extending membership to other faculty types. K. Stacey added that language for the rank of L2 (librarians) does not need to be added since all librarians are already included as tenure-track faculty. Vote to amend the original motion by J. Beets: 15 approve, 0 against, 2 abstain. **Motion amended.**

Discussion of amended motion: A. Jacobs commented in support of limiting membership to tenure-track faculty as they may have more investment (know how system works) at UHH. Some other members disagreed. B. Leonard raised the issue of maintaining quorum within a larger voting body. K. Stacey asked if this concern was valid given the current policy on meeting attendance. N. Stahl commented that currently, representatives can voice concern of non-tenure track faculty but technically they are still not represented in numbers under the charter. R. Figueroa-Centeno added that the number of CAS representatives will increase greatly under the proposed amendment.

Vote to approve amended motion: 8 approve, 6 oppose, 3 abstain. **Motion passes.**
A general referendum will be held for a faculty vote to amend the Charter.

C. Curriculum Review Committee

- a. **Program Proposal: MS in Psychopharmacology** (Presentation by Ed Fisher). Dr. Fisher noted that candidates must have a PhD in Psychology to qualify. This program will be fully funded by the Military upon start-up. However, if the Military's contract eventually expires, the program will need at least 8 students to keep going. The program will treat veterans as well as active military, but he does not foresee a focus on children's health at this time. Currently in Hawaii, military personnel can prescribe medication under this program but not civilians. However, like other states, the Hawaii State Legislature may pass legislation enabling them to do so.

Motion to endorse: 12 approve, 5 against, 0 abstain. **Motion passes.**

b. Report from Jean Ippolito, Chair

Jean mentioned the total number of program and courses reviewed by the CCRC this year. Further information on guidelines and templates can be found on the CCRC website along with minutes of past meetings.

D. Assessment Committee: Report from Seri Luangphinit, Chair

The final report has been posted to the Committee's website. Seri commented on the high school writing benchmark project and how they worked with local school teachers to establish a writing skills baseline. The results indicate that a very small number of high school college-prep kids are coming to UHH.

She also mentioned that participation in high school senior theses projects don't necessarily guarantee improvement in college writing skills. The majority of kids coming to HawCC are shown to be disengaged in writing. These students then transfer in to UHH. The English Department will start requiring incoming freshmen to provide sample of high school writing for the upcoming fall semester. The Committee will continue to work on a baseline for next year.

E. General Education Committee: Report from Elizabeth Stacy, Chair

Currently the Committee is working on a transition process for next year's members. Forty courses are approved for GE in fall 2012. The Committee is still working on late applications that need to be resolved early next semester and that hopefully will be put on the 2012 list.

F. Graduate Liaison Report: Aaron noted that the Council is currently considering a baseline for academic admission standards.

G. Admissions Committee: EMIT Report from James Beets

The Committee is working on placement exams for next year. VCSA Hong added that they were concerned about possible cheating on the chemistry exam as many more students were placing into higher levels. The Committee also discussed the issue of mandatory advising, but did not recommend implementing this. Results from the campus pilot project were mixed. The Chancellor has asked for the Committee to revisit the issue in time for fall 2012 advising.

H. Strategic Planning Committee Report: Elizabeth Stacy

The Committee will send out a survey instrument to faculty for endorsement next week. M. Sakai shared a PowerPoint presentation on the draft strategic plan with Congress members noting several small changes in language used as well as highlighting goals.

Motion to adjourn.

The 2011-2012 Faculty Congress was called to order by outgoing Chair Leonard.

The following 2011-2012 Faculty Congress Officers were elected by acclamation:

CHAIR: Bruce Mathews

VICE CHAIR: Jim Beets

SECRETARY: Mark Panek

Academic Policy Committee Chair: Aaron Jacobs

Admissions Committee Chair: Jim Beets

Assessment Committee Chair: Seri Luangphinit

Budget Committee Chair: Norm Stahl

Curriculum Review Committee Chair: Emily DePilis

General Education Committee Chair: Todd Belt

Motion to adjourn by B. Mathews, Chair. – 5:20PM