

UH Hilo Faculty Congress October 2012 Meeting

MINUTES

October 19th from 3:00pm

K127

Members Present: Lari-Anne Au, Jonathan Awaya, Jim Beets, Jerry Calton, Emmeline dePillis, Maria Haws, Eileen Lovell, Adam Pack, Mark Panek, Hiapo Perreira, Brian Perry, Amy Saxton, Michael Shintaku, Norm Stahl, Peyton Wong

Others Present: Cam Muir, Dan Brown, Randy Hirokawa, Tom DeWitt, Luoluo Hong

Members Absent: Julie Adrian, Seri Luangphinit, Mitch Anderson, Maria Haws, Kekoa Harman, Todd Belt, Janet Ray

3:10: meeting called to order.

Approval of September minutes: Motion: Norm Stahl, seconded by Adam Pack, unanimously approved.

Chair's Report:

Lanai: Jim Beets reported that the Faculty/Staff Lanai—the only option the faculty was given for a long-awaited lounge—has been considered a failure despite all efforts at other outcomes. He asked members to consider and suggest alternate locations for a lounge.

Congress Updates: more detailed updates will soon appear on the “Executive Summaries” section of the website. Members were asked to look over the website and assist in ensuring it is up to date, and email suggestions.

Congress Procedures Manual: the Executive Committee is in the process of composing a manual aimed at assisting incoming standing committee chairs and other Congress officers.

Norm Stahl, the Budget Committee Chair, suggested that Marcia Sakai be invited to resume the ten-minute budget presentations she delivered last academic year.

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**—deferred.

b. **Academic Policy**—deferred.

c. **Student Success and Admissions, EMIT** (appended below)

d. **Budget:** Norm Stahl reported that he has filled out his committee, as indicated in the appended list.

e. **Curriculum Review:** Mike Shintaku indicated that his committee from last year has agreed to stay on.

f. **General Education**—deferred.

Research Council Report:

Report by Interim Vice Chancellor for Research, Dr. Dan Brown. Dr. Brown delivered a power point presentation (see website) on how the Research Office (**PB-14**) can assist faculty with winning and then administering their grant awards. Dan requested **feedback** from faculty on what services the Research Office could provide.

Applied Learning Coordinator: Tom DeWitt requested help publicizing the Applied Learning program (“ALEX”) among both students and faculty. He explained that the Applied Learning office would also serve as UHH’s primary location for faculty development—particularly in instructing and encouraging faculty to deliver successful applied learning experiences. He hopes to create a culture where more students are encouraged to work on community-based projects, and where faculty don’t fear trying out new community-based projects. He also explained that a major goal of the program is to “enhance the reputation of the university in the eyes of the community.”

Tom indicated that early next semester, ALEX will be holding UHH’s very first Research Conference that focuses entirely on student work. Tom has also partnered with Norm Stahl to begin a Professional Development Certificate program, based on two workshops and an internship fair. All three events will be sponsored by community business. ALEX has seventeen community organizations committed to participating in the program, and is aiming for thirty. Above all, he asked members to help encourage faculty to participate in the ALEX Audit.

Presentation on Reducing Utilities Costs: Cam Muir indicated that we are facing a \$5.5 million electric bill. He reminded us to be more observant of “energy vampires”—that the cumulative effect of our collective vigilance could significantly impact our massive electric bill, and that the savings could be reapplied to educating our students.

Cam announced the UHH “Vampire Hunt” on Friday, 10/26, and Saturday 10/27, where teams of students will converge upon the campus to tally “energy vampires” in occupied faculty offices. Cam specified that no one will be entering offices without permission. Cam requested proposals for further reducing our collective power usage.

Jim Beets invited Cam to return to a future Congress meeting to summarize the data he is currently collecting.

Old Business: Standing Committee Membership approval; nomination and vote for Vice Chair; proposed amendment to by-laws.

Motion: Mark Panek moved to have all standing committees approved. Seconded by Michael Shintaku. Discussion: Emmeline dePillis pointed out that there are no “quant” people on the Assessment Support Committee and would like further clarification from the Assessment Committee Chair upon her return. **Motion passed** unanimously.

Jim Beets nominated Mike Shintaku for Vice Chair of Congress. Michael was elected via unanimous vote. Jim indicated that he would be stepping down as Chair next semester.

New Business:

Administrative Review Ad Hoc Committee: Jim Beets solicited membership for this committee.

Public Relations Ad Hoc Committee: Adam Pack

Motion: by Adam Pac to form this committee. **Seconded** by Brian Perry. **Carried unanimously.** The committee will be formed by the next Congress meeting.

Graduate Council Liaison: Jim Beets asked for a volunteer for this position.

Dept/Div Chair Appointment/Terms/Evaluation proposal: Jim asked members to share this document with their constituents—especially Department Chairs—and is requesting feedback at the next congress meeting.

Adjournment

Motion to adjourn by Norm Stahl, seconded by Brian Perry, carried unanimously.

EMIT Report – October 3, 2012

What is the most appropriate enrollment mix for UH Hilo in Fall 2013 and beyond to promote student success, improve retention/graduation, and maximize tuition revenue?

Discussion:

- 1) place students in programs or departments with available capacity
- 2) individual college recruitment or program recruitment (targeted recruitment)
- 3) raise the dollars (tuition)

Report to Faculty Congress from the CAS Senate – prepared by Jean Ippolito, CAS Vice Chair and Liaison.

Dean Randy Hirokawa attended the CAS Senate Executive Committee meeting this morning to address questions that were asked at our previous meeting.

The first concerned prioritizing hiring for faculty positions in CAS, and the second question was inquiring about the results of the Dean's evaluation that was conducted last year.

The following is a summation of the discussion from the notes of the draft minutes:

Hiring priorities:

Last April (2012), all Division Chairs and Associate Deans, met and talked face-to-face. They discussed the priorities for hiring, and worked toward a consensus. Dean asked the Division Chairs what the needs of the programs are and they were discussed and prioritized. In May, Randy sent the hiring priorities to VCAA.

Constraints: The Chancellor does not want to see the closing down of programs, or faculty terminated. The Chancellor stipulated that covering GE is the first priority. Second priority is critical needs for the major. Third is enrollment. So far, we have not even made it through the second criteria. No new positions are being created – that is not to say that positions cannot be reallocated. When a faculty member retires, resigns or passes away – that funding goes back to the Chancellor. We have to argue to get the position back.

Budget: CAS begins the year with \$850,000.00 in the hole. Beginning budget starts in the hole – begins with not enough money to cover salaries. We used to have \$450,000.00 in EPSCOR grants for faculty salaries – then grant money ran out, the money now must come from the CAS budget. Each year begins with \$850,000.00 in the hole.

When Chancellor Straney came to UHH, he realized that this was a structural problem. He restored the debt, but to do it, he had to take positions that were vacated. That way he makes sure that CAS gets enough money to pay for existing salaries. Dean believes that we are getting closer to balancing the budget – if we can get our utilities bills down – we can

argue for more new hires. Utilities bills are a problem. Utilities are one million dollars more than anticipated.

This year we have ten priorities approved for searches. This is better than anticipated.

DEAN Evaluation Results from last year:

The Dean received the data from Brendan Hennessey last summer. When Congress passed the legislation – CAS said they would evaluate their own Dean. Deans are evaluated using the systems 360 evals.

Legal counsel said you cannot have multiple evaluations. The Dean wants the evaluations for continuing improvement. APC ran the evaluations last year, and the Dean received data. Now the APC needs to sit down with the Dean and discuss it.

The Dean shared the evaluation data with the committee members by passing out the statistics sheet. The CAS Executive Committee will discuss and then meet with the Dean to discuss and give feedback. A meeting will be scheduled for this.