

# UH Hilo Faculty Congress September 2013 Meeting Minutes

September 20<sup>th</sup> from 3:00pm

K127

**Members Present:** Thora Abarca, Julie Adrian, Mitch Anderson, Brian Bays, Michael Bitter, Iota Cabral, Abby Cuttriss, Alice Davis, Emmeline dePillis, Kimberly Furumo, Norbert Furumo, Kekoa Harman, Ryu Kakazu, Debra Lewis, Seri Luangphinit, Avis Masuda, Adam Pack, Gary Ten Eyck, Jan Ray

**Members Absent:** Todd Shumway, Doug Mikkelson, Jim Beets

**Others Present:** Cam Muir, Matt Platz, Jean Ippolito, Brian Wild, Peter Mills, Luoluo Hong, Marcia Sakai, David Herzog, Karla Hayashi, Brian Wild, David Herzog

**Approval of May minutes:** motion to approve by Norbert Furumo, seconded by Adam Pack, approved unanimously.

## **Chair's Report:**

Faculty Lounge: Mike Shintaku reported that we will be given PB-9 to use as a Faculty Lounge as soon as Student Services moves into their brand new building.

**Sustainability Update:** Cam Muir reported that the Second Annual Summit on Sustainability is in the planning stages. He showed a graph indicating that peak usage has increased over last year, which is “the wrong direction.” He also indicated that prior HELCO bills should be examined “to resolve discrepancies between billed and metered data.” He is interested in collaborating with HPA’s “Energy Lab” to better monitor UHH energy use. UHHS and Sodexo will also be collaborating to start a “Zero Waste Cafeteria” during lunch hours. His full presentation will be linked shortly.

He asked for Congress’s support for the “Cornell Proposal,” which will be sent to Congress members shortly.

## **Plan to deal with the projected budget shortfall and its effect on faculty:**

Matt Platz spoke about faculty salary increases and the “snap back” and their effects on our budget, along with the sudden requirement for UHH to pay new “fringe benefits” to employees for whom UHH did not have to cover in the past—a financial hit of nearly \$1.4 million. He also indicated that 17% of our tuition dollars are committed to financial aid, and that enrollments are down. Revenue is slightly down, and costs are much higher. The Chancellor implemented budget cuts as a result, which VCAA Platz outlined. He explained that he is going to meet with Deans and Directors before further decisions are made rather than implementing “across the board” cuts. He explained that an AVCAA search has been cancelled, and that he himself is also

performing the iVCR duties in an effort to reduce spending in the VCAA's office. He indicated that we traditionally have a 2% drop in enrollment between Fall and Spring, so "one of the most important things we can do to deal with our budget shortfall is to deal with retention." He indicated that CAS is beginning to do "intrusive advising" in order to boost retention, which could be described as an important "human touch" effort to keep students on track for graduation. Over 70 faculty members are being trained to perform this service. Funding for Saturday library hours and Saturday math tutoring are aimed in this "retention" direction. He also indicated a "change in culture" could help us deal with the paradigm shift from a taxpayer-funded institution to a (largely) tuition-funded institution, and that considering that 55% of his own salary has come from the pockets of students has helped him better understand this shift, and help change the focus to retention.

Mike Bitter added that one of the most important "human touch" opportunities occurs at the instructional level, and hoped that budget cuts would not affect such things as class sizes and section offerings to the point where instructors find it difficult if not impossible to interact with students. Adam Pack thanked VCAA Platz for coming, and asked if there were benchmarks that he could report on throughout the year. The VCAA agreed to brief Congress any time Congress would like to invite him.

### **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:** Mitch Anderson is in the process of forming his committee, which will deal with the quantitative reasoning core competency.
- b. **Academic Policy:** Doug Mikkelson: Deferred.
- c. **Student Success and Admissions, EMIT:** Adam Pack reported that several committee members are returning, and asked others to join. The committee will focus on retention. EMIT will be working on ways to increase retention as well.
- d. **Budget:** Brian Bays indicated that he is looking for two more committee members, and that his committee has yet to meet. Marcia Sakai elaborated on the current budget.
- e. **Curriculum Review:** Norbert Fumuro reported that his committee hasn't met yet. Mike Shintaku reminded everybody of the 10/1 program/course mod deadline.
- f. **General Education:** Mike Bitter explained that he would be relying tremendously on former Chair Todd Belt, and distributed a list of committee members who can be consulted at any time regarding GE issues. Faculty are also welcome to consult with Mike at any time regarding GE issues. His committee is set except for the student representative. (Thora Abarca, Karla Hayashi, Yumiko Ohara, Keisuke Nakao, and Ketherine Young.)
- g. **Program Review:** Seri Luangphinith distributed an update on the accreditation report, and thanked everyone who helped on those who helped with the report. The document can be found here: <http://hilo.hawaii.edu/uhh/accreditation/2013-2014AccredDocs.php>. She also indicated that Program Review would likely be delayed another year. She will be contacting all departments who are coming up

for PR to recalibrate the schedule. Mitch Anderson added more detailed summary of the document.

**Research Council Report:** Adam Pack reported that the Research Council meetings have yet to commence.

**Ad Hoc PR/PD Committee:** Adam Pack explained the committee's original charge for publicizing faculty achievements in scholarship and publication. He hopes to expand the role of the committee to work on faculty retention, and promote professional development that would increase new faculty retention.

**New Business:**

- Peter Mills: Heritage Management MA
- Peter Mills gave an update on the program status, which will be formally submitted to Curriculum Central by the October 1<sup>st</sup> deadline. The proposal has already gone to CCAO last year. When they look at the budget, they have \$300,000 expenses of which tuition will pay \$200,000 of the needs. But the program is intended to developed leadership skills among Native Hawaiians to take up positions with firms and NPOs. Mānoa generally focuses on academic anthropology whereas this program will be enhancing employable skills in the area of cultural heritage management. Kamehameha Schools will be funding one of the positions (\$180K for the first three years) meaning that at least for the first three years the program will be in the black. But the program is seeking outside sources of resources, especially in terms of scholarship.
- Debra Lewis spoke briefly about the proposed BSE. The proposal was not up for a vote and the brief presentation was for informational purposes only.
- Michael Shintaku nominated Kimberly Furumo for Vice Chair. Kimberly Furumo was unanimously elected.

**Adjournment:** Motion to adjourn, Norbert Furumo, seconded by Mark Panek, approved unanimously.

Respectfully submitted,

Mark Panek  
Congress Secretary