

# **UHH Faculty Congress**

## **9/23 Meeting Minutes**

**Members present:** Julie Adrian, Jonathan Awaya, Jim Beets, Todd Belt, Emmeline dePillis, Kekoa Harman, Aaron Jacobs, Eileen Lovell, Seri Luangphinith, Drew Martin, Fiona McCormack, Bruce Mathews, Sarah Marusek, Mark Panek, Hiapo K. Perreira, Brian Perry, Justin Pittullo, Amy Saxton, Norm Stahl.

**Members absent:** Mike Shintaku, Kathleen Stacey

**Ex-officio members present:** Linda Golian-Liu, Marcia Sakai, Kenith Simmons, Don Straney.

**Guests present:** Karla Hayashi

**3:06 pm:** Meeting called to order by Chair, Bruce Mathews.

### **I. "Talk story" with Chancellor Straney**

The Chancellor spoke informally with the new Congress on issues ranging from such academic issues as his proposed Faculty and Staff Development Fund, the progress of the Strategic Plan implementation, the Student Conduct Code, and a new proposed internship program, to such campus life issues as Student Life Center membership policies, to efforts and beginning on- (or just off-) campus child care facilities, to the new book store.

The Chancellor is asking the Congress for recommendations in the allocation of \$100K for faculty and staff development. He offered various suggestions based on his own experience in the area.

Strategic Plan implementation is at the point where departments are being asked to weigh in on how specifically they can contribute towards reaching any/all of the Plan's six overall goals. The weigh-in will come in the form of Unit Strategic Plans.

Interim VCAA Simmons has set up an Internship Committee to oversee a proposed internship program that will require one new administrative hire. According to the Chancellor, "Significant companies, including DOD offices in the State, have expressed interest with this internship idea."

**II. Motion** by Norm Stahl, seconded by Jim Beets, to approve the minutes for the 5/5/2011 Congress minutes. Amended minutes were approved unanimously.

**III. New Member Introductions**

**IV. Discussion on Motion to Amend Bylaws**

Todd Belt brought forth the following motion to amend the bylaws. Members were informed that, pursuant to the bylaws, amendments must be discussed in one meeting, and can only be voted upon in a subsequent meeting.

Motion to change the wording of the Faculty Congress Bylaws:

*Current Language:*

**“b. General Education Standing Committee**

The Congress will appoint a General Education Standing Committee of no fewer than five nor more than seven faculty members (at least one of which shall come from each UH Hilo unit) and one student representative. The Congress will also appoint a faculty member to serve as Chair of this Committee. This committee shall be charged with advising the Congress on all matters relating to campus-wide General Education, developing policies and procedures for implementing and monitoring General Education, and undertaking regular assessments of the effectiveness of General Education at the University.”

*Change:*

**b. General Education Standing Committee**

The Congress will appoint a General Education Standing Committee of no fewer than **seven** nor more than **nine** faculty members **and one student representative**. **At last one faculty member shall come from each UH Hilo academic unit (each of the five colleges, with three from CAS representing each division). An academic unit may reject representation on the committee based upon the decision of that unit’s faculty governing body.** The Congress will also appoint a faculty member to serve as Chair of this Committee. This committee shall be charged with advising the Congress on all matters relating to campus-wide General Education, developing policies and procedures for implementing and monitoring General Education, and undertaking regular assessments of the effectiveness of General Education at the University.”

*Rationale:*

To clarify what constitutes academic units and to increase the minimum number to include all academic units, including the College of Pharmacy, and to provide that an academic unit may reject representation if desired, due to the constraints of few faculty to delegate to committees.

**Discussion** revolved around various language concerns, and confusion arose over the definition of an “academic unit.” It was then suggested that the power to appoint Standing Committee members rests with the Standing Committee Chairs (with final approval from Congress) and that Standing Committees need not include membership from every department and/or unit on campus. The amendment was then reworded to provide Standing Committee Chairs with greater leeway in achieving broad representation by removing the limit on the possible number of committee members, as follows:

**“b. General Education Standing Committee**

The Congress will appoint a General Education Standing Committee of no fewer than five ~~nor more than seven~~ faculty members ~~(at last one of which shall come from each UH Hilo unit)~~ and one student representative. The Congress will also appoint a faculty member to serve as Chair of this Committee. This committee shall be charged with advising the Congress on all matters relating to campus-wide General Education, developing policies and procedures for implementing and monitoring General Education, and undertaking regular assessments of the effectiveness of General Education at the University.”

**Motion:** Mark Panek moved to accept the new language as the first reading of the proposed amendment to the bylaws. The motion was **seconded** by Norm Stahl, and carried unanimously.

## V. Approval of Standing Committees

**Motion:** Mark Panek moved to have all committees approved in one vote after Standing Committee Chairs have presented their lists of committee members. The motion was **seconded** by Jim Beets, and then passed unanimously.

Committees were introduced as follows:

**Academic Policy:** Aaron Jacobs (Chair), Roberta Barra, Pila Wilson, Armando Garcia-Ortega, Mazen Hamad, John Cusick, Kirsten Mollegaard

**Admissions:** Jim Beets (Chair), Kekoa Harman, Julie Adrian

**Assessment Support Committee:** Seri Luangphinit (Chair), Keola Donaghy, Lorna Tsutsumi, Fiona McCormick, Todd Belt, Karla Hayashi, Mitch Anderson, John Hamilton, Ginger Hamilton, Kathleen Stacey

**Budget Committee:** Norm Stahl (Chair), Hiapo Perreira, Brian Bays, Norman Arancon

**Curriculum Review Committee:** Mike Shintaku (Chair), Yiqing Li, Scott Saft, Anthony Wright, Darius Kalvaitis, Cathy Zenz

**General Education:** Todd Belt (Chair), Vera Parham, Seri Luangphinit, John Price, Yumiko Ohara, Norman Anarcon, Gene Johnson, Sue Jarvi, Amy Saxton, April Scazzola

**Motion** by Mark Panek, **seconded** by Emmeline dePillis, to approve committees, with approval of GE committee conditional upon successful passage of the motion to amend the bylaws at the October meeting. Motion passed unanimously.

## VI. Chair's Report. Chair Bruce Mathews discussed the following:

- A meeting with Chancellor Straney, and the Executive Committee's subsequent meeting with the Chancellor, in which the Faculty Development Fund was discussed;

- The upcoming Accreditation Committee meeting in Honolulu he expects to attend with April Scazzola, Todd Belt, and Seri Luangphinit;
- The state of the Congress budget, which is down to only \$10,000 after course releases and a \$17,000 cut from last year's budget;
- A request he recently had to turn down that involved purchasing an iPad to offer as an incentive for students to take a pilot test of the CLA not supported by the Assessment Committee;
- And an unfounded rumor regarding System level attempts at System-wide articulation of courses—a rumor in reference to the concept of master syllabi and common course alphas/numbers for all similar courses in the System. The Chair explained that while some attempts may be pushed for certain lower division courses (math for example), the concept of common course alphas/numbers and master syllabi will not be pursued for other areas where simple articulation will suffice.

## **VII. Faculty Governance Intro**

Jim Beets spoke briefly on the importance of faculty governance, and the value of each position on the Congress. He explained the resonance our work on the Congress has with what is done on a national level by the American Association of University Professors, and encouraged members to visit their website (<http://www.aaup.org/aaup>). He explained how excited he is to work with this year's congress, adding that our work "should be a very collegial exercise." Mark Panek echoed these sentiments and provided members with an abbreviated version of the AAUP's "Red Book" delimitating the rights and responsibilities of faculty in relation to running a university.

## **VIII. EMIT Report**

Jim Beets explained that prebuilt schedules and their effects are being evaluated by the EMIT committee. The committee is collecting data. So far everyone who appended written comment to their survey response expressed surprise that the EMIT plan went as well as it did.

## **IX. Graduate Council Report**

Aaron Jacobs reported that the committee Met on 9/21, where the following issues were discussed:

- The ChUS program is not accepting any new students. There are 6 students currently in the program. The program's status is unclear.
- Although various people have access to various pages on the UHH website, it's unclear who is responsible for going through the entire UH website to find dead links, and to make other needed updates.
- The committee is considering revising the policy for provisional acceptance to graduate programs to streamline the process.
- There is no appeals process in place for students who are denied admission into graduate programs. The committee is working to draft something that could be used routinely.

## **X. Research Council Report**

Jim Beets reported that the Council will be addressing faculty development by providing, on a competitive basis, funds that would be used for a course release for

specific faculty development, such as educating faculty on the issue of developing grant proposals. He indicated that using the funds for such purposes as completing a manuscript or writing a book might be possible, but that the committee would have to draft guidelines for such an application.

Members were encouraged to visit the Research Council Website, and asked to educate their new faculty on the availability of these resources. It's rare that anyone's turned down for a travel award.

At the close of the meeting, interim Vice Chancellor of Administrative Affairs Marcia Sakai provided each Congress member with a copy of the current UHH budget.

**Motion** to adjourn by Mark Panek was seconded by Todd Belt and carried unanimously.

Respectfully Submitted,

Mark Panek  
Faculty Congress Secretary