



MINUTES

Meeting Date: November 13, 2017
Meeting Location: CoBE 2nd Floor Conference Room
In Attendance: Jan Ray, Amy Saxton, Doug Mikkelson, Lari-Anne Au, Leng Chee Chang, Linda Connelly, Philippe Binder, Steve Herman, Tom DeWitt, Tracy Thornett, Armando Garcia
Absent: Brian Wissman (on sabbatical),
Recorded By: Tracy Thornett
Call to Order: 3:59 PM
Adjournment: 4:29 PM

TOPIC: **Faculty Government Housekeeping**
REPORT: Reviewed minutes from prior FCEC meeting (10/13/17) and FC general session (10/20/17). Corrections suggested.

-Minutes and motions to be posted on FC website
-Standing committee reports/minutes should be submitted 48 hours prior to FC
-Must submit all documents to Whitney (e-mail) 48 hours prior to FC so she can post on the FC website.

ACTIONS: Motion to accept FCEC minutes (10/13/17) with corrections. The motion was seconded and approved with 10 votes in favor, 0 opposed, and 0 abstained. Tracy to edit minutes as suggested.

TOPIC: **Updates from FC Chair (Jan Ray)**
REPORT: -Jan provided FC agenda for 11/17/17 along with drafted motions to discuss.
-Jan provided updates on progress of various motions.
-Jan provided updates on the following:
Faculty Congress Standing Committee Reports
The Long-Range Budget and Academic Affairs Advisory Committee has been formed. Armando Garcia-Ortega (CAFNRM) will co-chair with Kekoa Harman (KHUOK).
Faculty Congress Liaison Reports
FC Liaison reports have been submitted by Shelby (Curriculum and Graduate Council). Still seeking liaisons for professional development and distance education.
Faculty Senate Chair Reports
No update.
Faculty Congress Representatives Serving on Committees
Leng Chee Chang is the new chair of the Chancellor's Professional Development Committee. The Lecture Series Committee did not meet.
Faculty Congress Ad Hoc Committee Reports
Two Ad Hoc Committees have been formed. Faith Mishina (CAS) will chair

the Ad Hoc Committee for the Development of Instructor Promotion to Tenure-Track Assistant Professor Guidelines/Criteria. She has already met twice with Ken Hon. Erica Bernstein (CAS) will chair the Ad Hoc Committee for the Development of Within-Rank Promotion Guidelines for Instructors. She is a long-time instructor who has no desire to be tenure-track. There is a new UHPA contract with 3 levels/steps for instructors. Each promotion has a 5% pay raise, but there are no guidelines addressing the criteria for promotion. Hence the need for the ad hoc committee.

ACTIONS: FC agenda for 11/17/17 approved.

TOPIC: **Old Business: 17-18-002 Motion for the Approval of Wording for Incompletes Policy**

REPORT: Submitted to the Academic Policy Committee on 9/15/17.

ACTIONS: Steve to follow up.

TOPIC: **Old Business: 17-18-004 Motion to Request Policy for Unregistered Students Attending UH Hilo Classes**

REPORT: Submitted to the Academic Policy Committee on 10/20/17.

ACTIONS: Steve to follow up.

TOPIC: **Old Business: 17-18-005 Motion to Accept Two New Campus-Wide Advanced Placement Tests for UH Hilo Credit**

REPORT: Submitted to the Academic Policy Committee on 10/20/17.

ACTIONS: Steve to follow up.

TOPIC: **Old Business: Resolution 17-18-001 from CAFNRM**

REPORT: Distributed to Faculty Senate Chairs on 10/21/17. There was a question asked about what happens to resolutions after they are approved by FC. Doug states that resolutions get referred to Faculty Senate bodies for review and approval. There was a question as to whether individual Senate bodies can move forward on a resolution without FC approval. Answer is that they can, but they will not have the endorsement of FC.

ACTIONS: Armando to follow up.

TOPIC: **New Business: Need to Approve New Budget Committee Members**

REPORT: The Long-Range Budget and Academic Affairs Advisory Committee has been formed. Armando Garcia-Ortega (CAFNRM) will co-chair with Kekoa Harman (KHUOK).

ACTIONS: Will vote to approve during FC meeting on 11/17/17

TOPIC: **New Business: 17-18-0012 Motion to Develop Guidelines/Criteria for Early Promotion and/or Tenure**

REPORT: Discussed motion. There has been a change to the process to address this issue and it creates a barrier. Therefore, faculty input is needed.

ACTIONS: Will present at FC meeting on 11/17/17.

TOPIC: **New Business: Call for Legislative Action**
REPORT: Senator Kai Kahele is asking for legislative actions from faculty
Karen Pelligrin is happy to coordinate response. Will discuss at FC.
ACTIONS: Will present for discussion/feedback at FC meeting on 11/17/17.

TOPIC: **New Business: Motion Tracking Table**
REPORT: There is a need for accountability on motions. A new motion tracking table
has been created and will be included on FC agendas, so that updates and
follow up are addressed at every FC meeting.
ACTIONS: Will add tracking table to FC meeting agenda

TOPIC: **New Business: FC Meeting Date for December 2017**
REPORT: There was some confusion as to last 2017 meeting for FC.
ACTIONS: Philippe will clarify dates.

TOPIC: **Adjournment**
REPORT: None.
ACTIONS: Motion to adjourn. Motion seconded with unanimous approval.

ABBREVIATIONS:

FC = Faculty Congress

EC = Executive Committee of Faculty Congress