

UHM COE FACULTY SENATE MEETING

Friday, October 14, 2016, 12PM-1:30PM

LSP 4B

**12:02 Call to Order**

Chair Lisa Uyehara called the meeting to order at 12:02 p.m. on Friday, October 14, 2016 at the University of Hawai'i at Mānoa, College of Education, LSP 4B.

Present (18): Rhonda Black (SPED), Judy Daniels (KRS), Brent Edwards (EDEF), Kahea Faria (EDCS), Charlotte Frambaugh-Kritzer (ITE), Lori Fulton (ITE), Frank Jumawan (COEDSA), Jaret Leong, Dean Lodes (CRDG), Jessica Miranda (Dean's Office), Yukiya Oba (KRS), Seungoh Paek, Katherine Ratliffe (EDEP), Lauren Reed (SPED), Nicole Reyes (EDEA), Amanda Smith (EDCS), Lisa Uyehara (CDS), Lori Ward (CRDG)

Alternates (2): Catherine "Betsey" Fulford for Christine Sorensen-Irvine (LTEC), Kahea Faria (EDCS) for Kimo Cashman (EDCS)

Excused (2): Eddie Merc, Kaveh Abhari

Presenters (0): None.

Guests (0): None.

Support (0): None.

**12:02 Approval of September 2016 Meeting Minutes.**

Senator Frambaugh-Kritzer moved to approve the minutes of the September 2015 meeting, seconded by Senator Faria. There being no corrections, the minutes were approved.

**12:05 Report from the Chair**

Chair Uyehara introduced Marie Guillermo, graduate assistant to the COE Senate, and mentioned that she is open to serve other committees with the approval of Chair Uyehara.

**12:15 Report from All Campus Council of Faculty Senate Chairs (ACCFSC) – Chair Uyehara Reported**

Chair Uyehara reported that Board of Regents (BOR) invited Nani from Faculty Senate and Marguete Bulter (chair of faculty senate) to sit in on the BOR meeting. Issues that came up included meaningful budget reform, improvement on data system, and input on stakeholders needed.

Risa Dickson spoke to the ACC-FSC body on two hot topics: 1) Biobibs and 2) Workload Equivalency.

Chair Uyehara mentions that Biobibs is something that is being implemented with faculty regardless of what department. The University of Hawai‘i Professional Assembly (UHPA) is working with BOR to reword the draft policy connected to Biobibs. Individual faculty will be responsible to update every 2 years. Biobibs will be used for information purpose only.

Chair Uyehara reported that Risa Dickson stated that only departments can determine what the teaching equivalences and justifications are since each discipline is unique. The intent is not to increase faculty teaching loads. Risa Dickson suggested that each department articulate and communicate their equivalences and educate the BOR.

Chair Uyehara reported that unfinished business included: 1) course evaluation system (CES). No consultation with faculty is an ongoing issue. Senator Miranda, who serves on the course evaluation committee, shares that CES will be automatically sent out to students enrolled in a course. Courses with 5 student or fewer will not receive an evaluation from CES. The evaluation will have 5 common questions that will be sent to administration and the rest of the questions will be sent to faculty and respective department chairs. Chair Uyehara mentioned that one of the issues is that elected bodies of faculty were not consulted and only a few faculty were chosen to work on it, who of which do not represent the entire faculty body. Senator Miranda, who is on the committee determining the CES questions, said that Lassner had the system implemented and the Course Evaluation Committee was only able to select questions.

### **12:25 Discussion of Ad Hoc Mālama Honua Committee**

Chair Uyehara shared about her discussion with Dean Young on this topic that Nainoa Thompson wants the college to be involved. Chair Uyehara mentioned that Dean Young believes that the project should be faculty driven through the Senate and that partnership with “Conversations with the Dean” should continue. Chair Uyehara mentioned that the purpose of the committee is to figure out how COE can contribute, specifically to the celebration at the Hawai‘i Convention Center of the return of the Hokule‘a to Hawai‘i in June.

Senator Reed motioned to create the Ad-Hoc Mālama Honua Committee with a second by Senator Black. Senator Edward opposed. Senator Faria abstained.

Senators Reed and Jumawan volunteered to serve on the committee.

Chair Uyehara mentioned that she sits on the Polynesian Voyaging Education Team and that she will be attending meetings. Also, planning can be worked through email to see if others outside of the COE Senate can contribute.

### **12:34 Reports from Officers Standing Committees**

- Co-Chair  
Co-Chair Black shared that the last Conversation with the Dean, held on Friday, September 30, 2016, was successful and very well attended.

- Secretary  
Senator Ratcliffe had nothing to report.
- Curriculum & Program Planning  
Co-Chair Black shared that there are no proposals and is hopeful for next semester.
- Personnel  
Senator Ratcliffe shares that there are 9 people on the committee and they will be starting their work soon.
- Budget and Facilities  
Senator Fulford had nothing to report, but mentions the FROG Celebration that will be on Friday, November 4, 2016, 1:00–2:00 p.m.
- Student-Faculty Relations  
Senator Reed shared that not much was accomplished last year. She shared the idea of forming a forum event for faculty and students to have presentations. She is open to suggestions.
- Diversity  
No report.
- Fellowship  
Leong discussed two items: 1) date for congress meeting and 2) budget.

Senator Lodes moved for the congress meeting to be held on Friday, December 9, 2016 at 3:30–5:00 p.m, with a second by Senator Jumawan. With all in favor, the motion was approved.

The focus of the meeting will be fellowship. Leong asks to set the budget to \$600. Senator Ward moved to approve the budget with a second by Senator Frambaugh. With all in favor, the motion was approved.

- Governance  
Senator Ward mentioned there were no members yet and will send an email to COE. Outstanding business from previous year that was discussed: 1) definition of diversity and 2) inclusion/broadening faculty senate.

There was a discussion on the idea of inclusion and eligibility of staff and civil servants to serve on the faculty senate. Co-Chair Black mentioned that staff should be invited, but also asks if staff representation is needed in senate body. Senator Ward asked what is the purpose of the senate and mentions that staff may feel excluded from the discussions. Leong said that members must be of certain classifications to serve the senate. Co-Chair Black asked Senator Ward if there are staff-related issues that need to be brought up to the faculty body. Senator Ward answered yes. Senator Fulford said that civil servants would be uncomfortable in a space with faculty as there is a sense of hierarchy. Senator

Ward brought up the question of purpose and Senator Fulford followed with the questions: what is the purpose of us being here? Who needs to be here? Senator Fulford closed with an emphasis on the importance of what we do is based on history, but it also should be based on what we're feeling today.

### **12:45 Report from the Mānoa Faculty Senate**

Senator Fulford had nothing to report.

Senator Lodes mentions that the next meeting is not until Monday, November 14, 2016.

### **12:56 New Business**

Chair Uyehara shared Back to School event ideas she discussed with Dean Young – to take the event to the legislature this year instead of inviting the legislature to the campus and have select people to present. In the previous Back to School event that was held on campus, there was not a big turn out from the state legislature. Chair Uyehara suggested that COE get on the state legislature calendar and have it at the state capitol as an official informational event.

Leong shared that the UH Community Colleges has a “College Day” event at the Hawai’i State Capitol and that Mānoa has not participated in a while. Senator Fulford stated that there would be more participation from the university if the event was held on campus.

Dean Young arrived.

Dean Young shared that he met with Brian Taniguchi, Chair of Higher Education and the Arts, and Chair Taniguchi said that legislature will most likely not come to Mānoa. According to Chair Taniguchi, legislators need to sponsor a meeting. Possible state legislative members who may sponsor include Chair Brian Taniguchi, Senator Jill N. Tokuda (Chair of Ways and Means Committee) and Representative Isaac W. Choy (Chair of the House Education Committee).

Senator Ward motioned to create an ad-hoc committee for the Back to School Night event, with a second by Senator Fulford. With all in favor, the motion was approved.

Senators Miranda and Black volunteered to co-chair the Ad-Hoc Back to School Committee.

### **1:10 Dean’s Report**

Dean Young mentions that he has met with department chairs to talk over the Digital Content policy and they will talk to their faculty about it. Although the Digital Content Policy is still in draft form, it has been publicized to UHM. The policy has been modeled from the University of Wisconsin. Tom Conway, Ariana Eichelberger and Faye Furumoto are in charge of policy and have begun educating faculty. They are targeting the drop 20% of hits to address first, and then legacy documents. All new content after January 1, 2017 should be compliant. It is a reasonable target date, but it is not a set date.

Dean Young reported that campus level strategic plan has been created with four initiatives and a one-page matrix. Vice-Chancellor Bruno wants it vetted with faculty. David Lassner has 4 plans. Our COE strategic plan has expired in 2015, and we haven't yet written another. Dean Young asked for department chairs to distinguish specific things that the document does not already address. Dean Young suggests that the COE Senate create another ad-hoc committee that can overlook the Mānoa Strategic plan and to see how COE can fit in it. He also suggested that we develop a COE strategic plan.

Dean Young reported on the 2<sup>nd</sup> budget meeting with Cutshaw and Bruno and mentions that there are no questions about the budget and that there was verbal approval given to what COE asked for. Of the 17 vacant positions, 11 were approved to be filled, and six were swept to the Chancellor's office. We can apply for them again if needed. Dean Young mentioned that these vacant positions should be open to accommodate the diversity on campus.

Dean Young reported that there was been an overall 2.5% decline in enrollment from Fall 2015 to Fall 2016. There has been active recruitment in SPED and MEEd, but an 18% decline in BEEd. Tuition gets returned to unit based on enrollment. 45% of tuition returns to undergraduate and 75% returns to graduate. Dean Young acknowledged OSAS who have been promoting both undergraduate and graduate programs/entire COE.

There was a discussion about the value of a post- baccalaureate certificate. Senator Fulford mentioned that because the issues is because a post-baccalaureate degree is valued as an undergraduate level, credits cannot be used in a masters program.

Group 70 Master Plan report was completed in June. Dean Young mentioned the project goals are to:

- 1) Generate comprehensive planning study
- 2) Develop site master plan

Dean Young reported that the proposed demolition sites include: HS 1, HS 2, H3 portables, Annex and University Annex structures and that no action was taken by the board. \$575,000 was spent on the study and design. Brandon Choy (Mānoa campus architect) and Boyce Uyehara (consultant) have planned to have two buildings at the footprint of HS 2 with 2 classrooms each and 1 ramp for both buildings. They are designed to be used for any purpose (science, visual arts, general classroom, etc.). Two additional buildings will house on classroom each and will have water and bathrooms. Target completion date: Spring 2018. HS 1 & HS 2 will be taken down and modulars will be put up during the same phase. Senator Fulford asked if the contract has been awarded. Dean Young answers that it is being prepared.

### **1:40 Adjournment**

Next Senate: Friday, November 18, 2016, 12:00 to 1:30 pm.