

UHM COE FACULTY SENATE MEETING
 Friday, September 20, 2013 • 12 Noon–2:00 PM
 LSP 4B

Present: JoAnn Yuen, Frank Jumawan, Sara Podlewski, Hugh Dunn, Jessica Miranda, Siobhan Ni Dhonacha, Tara O’Neill, Stephanie Furuta, Stacey Roberts, David Ericson, Baoyan Cheng, Seongah Im, Min Liu, Seungoh Paek, Grace Lin, Ellen Spitler, Stephanie Buelow, Kathryn Yamamoto, Leslie Novosel, Mathew Schmidt, Jaret Leong

Absent: Stephanie Caoili, Wendan Li, Stephanie Furuta, Lois Yamauchi, Judy Daniels, Chuck Morgan

Support: Richard Mizusawa

Guests: Jamie Hongo

Presenters: Dean Donald Young, Malia Mallchok, Ariana Eichelberger

MINUTES

Time	Item	Action
12:05PM Call to Order	Call to order. <ul style="list-style-type: none"> • Welcome and introductions of CoE Senate 2013-2014. • Approval of April 2013 minutes. Leslie Novosel motioned to accept the minutes with a second by Hugh Dunn. 	Motion to approve minutes, unanimously approved
	<p>Chair’s Report</p> <ul style="list-style-type: none"> • Working to update the Senate’s website. Richard Mizusawa (new CoE Senate Staff Support) will be working on this task. • 2012-2013 agendas and minutes are online; will have this meeting’s materials online soon. • Senate needs to review/approve co-chairs, officers, and standing committees. JY asked people to volunteer for service in these committees. We are accepting nominations. • Co-Chair and Standing Committee Nominations & Confirmations <ul style="list-style-type: none"> ○ Co-chair: Tara O’Neill <ul style="list-style-type: none"> ▪ Unanimously approved ○ Co-secretaries: Kathryn Yamamoto (Fall) and Grace Lin (Spring) <ul style="list-style-type: none"> ▪ Unanimously approved ○ Curriculum & Program Planning Committee: Stacey Roberts 	JoAnn Yuen

	<ul style="list-style-type: none"> ▪ Unanimously approved ○ Personnel Committee: Ernestine Enomoto <ul style="list-style-type: none"> ▪ Unanimously approved ○ Budget and Facilities Committee: Leslie Novosel <ul style="list-style-type: none"> ▪ Unanimously approved ○ Student-Faculty Relations Committee Co-Chairs: Grace Lin, Siobhan Ni Dhonacha <ul style="list-style-type: none"> ▪ Unanimously approved ○ Diversity Committee: Stephanie Furuta <ul style="list-style-type: none"> ▪ Unanimously approved ○ Fellowship Committee: Jaret Leong <ul style="list-style-type: none"> ▪ Unanimously approved ○ Governance Committee: Kathy Berg <ul style="list-style-type: none"> ▪ Unanimously approved 	
	<p>Report from All Campus Council of Faculty Senate Chairs</p> <ul style="list-style-type: none"> • UH Mānoa was accepted into the Association of Pacific Research Universities (APRU). These are universities based around the Pacific – Japan, etc. It is a prestigious honor to be among that league of folks. • The BOR will work more effectively and efficiently by working in a committee structure with reporting done out of committees. This enables committees to be more efficient and thoughtful. Committee meetings are all open to the public and posted online. • Feedback on the UH presidential search has been very positive. Overall comment is that the community is still very invested in UH. The message is the next president should be connected with Hawai‘i and have more reasons to want the position and beyond than just being UH president. The search should not be limited to academia (e.g. has served as president, provost, or within academia). The general sense is that we are looking for the most qualified person with a connection to the state. • On 11/1/13, there will be a BOR forum: “The Cost of Higher Education.” Tara will find out if it is open to the public and report back here. <p>Budget: Discussion on the role or potential of the ACCFSC to have some type of budget and what valuable ways to use a budget. Email Tara if you have questions.</p> <p>Curriculum Central is no more. Submitting new programs and courses is now back to paper. Kualii, same people who</p>	Tara O’Neill

	<p>developed the UH fiscal system and MyGrants, is creating an on-line system for curriculum management. The Senate suggested not using the name Kualii, when naming the new curriculum system—negative connotations associated.</p> <ul style="list-style-type: none"> • We will have a webmaster and everything will be made public. John Delay will to take up the challenge. 	
1:33 pm	<p>Encryption and CoE Dropbox Service Training</p> <ul style="list-style-type: none"> • Security measures are a response to UH’s concern about security breaches. • Personally identifiable information (PII) – looks at data that includes student phone numbers, SSN, salaries, etc. – we need to secure these information • College plans to encrypt all computers within the CoE – trying to prevent data being stolen and less chances of others accessing PII. • Regarding encryption process: Macs upgrades appear seamless. For Windows you will need to have two passwords – 1 boots the system and the other secures the actual account. For those with Windows, faculty/staff need to give Malia (ITS department) your password,. ITS will contact departments to set this up. • Discussion of finding a way to have a back-up strategy that would save files on COE server – essentially having a separate copy of staff/faculty files • Flipside of encryption is that ITS would like to encourage everyone (optional) to use online file service called OWN CLOUD. Once encrypted, ITS will make an appointment to install the sync client. ITS will ask everyone to separate work files and personal files. On UH-owned computers, should not be using them for personal uses. ITS only want to back up your work files. • ITS will also teach faculty/staff how to use OWN CLOUD (file sharing). • PII files stored on Google or Drop box are in violation of policy. • The server lives in Wist Hall so COE can control them. CoE servers are being backed up on tape across campus at another location. • In response to Co-Chair O’Neill’s question about tablets and iPhones, there are applications for mobile devices and groups are managed. • ITS will contact departments to schedule encrypting. 	Malia Mallchok & Ariana Eichelberger
	<p>Report from Mānoa Faculty Senate</p> <ul style="list-style-type: none"> • Chancellor is considering using tuition for paying down 	David Ericson, Mānoa Faculty

	<p>interest on long-term bonds, but it would tie up 40% of current tuition which is really bad news. Trying to swap that for the Legislature agreeing to fund faculty salaries. Essentially have lost \$16 million out of the UHM budget. It is a 7-10% cut for some units.</p> <ul style="list-style-type: none"> • More cuts possible if the Legislature does not fund faculty salary snapback or does not support the repair and maintenance of buildings. • This year COE will probably get through, but next year could be disastrous. Suggested we could put together a promotional campaign with UHPA, Senates and the administration to highlight the value of UH to the state. • There is a vacancy on the Manoa Senate available to someone within the CoE (1-year term). There is one meeting per month and each senator is assigned to one of 7 standing committees. 	<p>Senate Chair and Secretary of the ACCFSC</p>
	<p>Results from the Merit Pay Survey Drafted by Personnel Committee, May 2013</p> <ul style="list-style-type: none"> • Discussion on whether document is presently appropriate for the Dean for his consideration. • Vote on action on document: <ul style="list-style-type: none"> ○ Move document to the Dean (7) ○ Send to Committee (12) ○ Table (0) • The document will be moved back to the Personnel Committee for review. 	<p>Tara O'Neill</p>
<p>New Business</p>	<p>DoE/Data Governance Office (DGO) Fact finding:</p> <ul style="list-style-type: none"> • Currently DGO research applications face a 5-12 month delay in the review process, which has serious implications on research, grants and contracts annual reporting, evaluation, dissertations and theses. • An ad hoc committee is proposed to fact-find and determine how the CoE can best support the DGO process. • Because of delays in the review process, students have real issues completing their theses and dissertations on time. Students are being told to change their topics if they want to graduate. • New faculty are concerned they won't be able to conduct research and publish for tenure. • Researchers are unable to fulfill annual reporting obligations of grants and contracts. 	<p>JoAnn Yuen</p> <p>Motion to form an ad hoc committee for the purpose stated above. – Ellen Spitler 2nd – Tara O'Neill Motion carries.</p>
	<p>Dean's Report</p> <ul style="list-style-type: none"> • Overall CoE reductions total \$ 1.6 million, which is an 8% 	<p>Dean Young</p>

	<p>across the board cut. COE was hit in August disproportionately to other units because of their large carry over balances. Administration came up with a new rule that any college that had more in carry over funds than 30% of their annual budget or allocation would be taxed additionally. COE will be okay this year. Dean asked all of the department chairs to look for efficiencies.</p> <ul style="list-style-type: none"> • The situation will its their toll next year: by July 1, 2014, the COE will be permanently down \$1.7 million from July 2013. The CoE has to pick up all of the UHPA collective bargaining increases for this and next year, and also the snap back unless there is some relief by the Legislature (and we are less than optimistic). We do not expect increases in allocation of funds to the CoE. ○ No new development on facilities except everything else continues to move forward. However, there is no Legislature appropriation for the new building. There is no chance such a request will go into this year’s budget. The request has to go through the president’s office to end up in next year’s biennium budget request. ○ COE had a very successful symposium last Friday. Over 100 people came to the program. In the afternoon, looked at smarter balance assessments (different assessments for evaluating students). The feedback from participants was overwhelmingly positive. Next steps that we need are more opportunities for this kind of professional development. Will be planning a half-day professional development in the Spring that has a broader impact on college. Thanks to Ellen who stepped up and took leadership of planning and putting it together, which then it became a faculty-driven initiative. ○ Dean asked the Senate to review and recommend criteria for merit pay adjustments. With the budget shortfall this year and projections for next year, there is probably little money available for merit even if it is deserved. The Dean requests that the Senate develop merit pay criteria for consideration. 	<p>Tara o’Neill to follow up with Personnel committee</p>
	<p>Other Items for Consideration</p> <ul style="list-style-type: none"> • Vote on date of Fall Assembly. 	<p>Motion to have the Fall Assembly on December 6, 2013. – Leslie Novosel 2nd – Ellen Spitler Motion carries.</p>

2:01 pm	Adjournment	
---------	-------------	--

Respectfully Submitted,

Richard Mizusawa
CoE Senate Staff Support