

UHM COE FACULTY SENATE MEETING
 14 Oct 2011 • 12 noon–2:00 PM
 LSP 4B

Present: CDS: Scott Bowditch, Leslie Lopez, Jean Johnson, , Kelly Roberts, Kiriko Takahashi, JoAnn Yuen; CRDG: Helen Au, Kathleen Berg; Thanh Truc Nguyen, Mark Yap; Dean’s Office: Jennifer Parks; EDCS: Kalehua Krug (for Stephanie Furuta), Sarah Twomey, Tony Torralba, Tara O’Neill; EDEA: Chris Collins; EDEF: Cliff Tanabe; EDEP: Seongah Im; ETEC: Catherine Fulford, Peter Leong; ITE: Brooke Davis, Fred Birkett, Beth Pateman, Frank Walton, Joe Zilliox; KRS: Coop DeRenne; OSAS: Kori Ricci (for Tom Benjamin); SPED: Linda Oshita, Drue Narkon, Rachelle Reed, Marly Wilson, Jenny Wells; TDP: Paul McKimmy

Absent: CDS: Tammie Picklesimer, Norma Jean Stodden; CRDG: Don Young; EDEF: David Ericson; EDEP: Rebecca Luning; ITE: Donna Grace; KRS: Judy Daniels

Observers (non-voting): COEDSA: Michael Laughlin; CESA: Vehia Goo; EDEA: Stacey Roberts

MINUTES

Time	Item	Action
12:06 PM Call to Order	<u>Call to order</u> —Chair Nguyen Revision of minutes from September 9, 2011: name correction for COEDSA attendee	Minutes from 9/9/2011 approved as revised.
12:08 PM Manoa Faculty Senate Report	<u>Manoa Faculty Senate Report</u> —Nguyen On the senate website (www.hawaii.edu/uhmfs), the link “Issues” gives days each issue will be discussed. Manoa Congress meeting is Oct 19 at 4 PM in the Architecture auditorium. There is a request for input on the “uber” TPRC from each faculty senate on campus. Chancellor’s fiscal priorities to be addressed with increased funds from tuition increase: <ul style="list-style-type: none"> • Scholarships • Repair and maintenance of facilities • Salary restoration Chancellor also asked for more information and understanding regarding the sharing of classrooms; there are classroom-sized rooms being used for storage in some buildings and some departments/personnel are reacting badly to the efforts to make classrooms more available across campus.	
12:13 PM Chair’s	<u>Chair’s Report</u> —Nguyen All Campus Council of Faculty Senate Chairs (ACCFSC):	Jenny Wells was elected to

Report	<ul style="list-style-type: none"> • ACCFSC never meets with the president anymore, which was done when Mortimer was president and was considered to be a very good thing to do. • ACCFSC wants to ask Jim Gaines what is done with the portion of the RTRF that the system keeps. • Distributed Learning Advisory Committee (DLAC) is a systemwide committee now chaired by Truc Nguyen; one additional member from COE Faculty Senate is needed. <ul style="list-style-type: none"> – First order of business is to try change the name from “distributed” for better understanding of its work. – Nguyen will send out the report from last year’s committee. • Other issues discussed: <ul style="list-style-type: none"> – Course numbering – Course advertising in the KaLeo: this issue came to both the MFS and to ACCFSC. <ul style="list-style-type: none"> ▪ Questions: Is it appropriated for a professor to spend his own money or departmental money for ads to promote courses? Is it a misuse of taxpayer money? ▪ Consensus of discussion among COE senators present was that a university policy is not needed on this. 	serve on the Faculty DLAC from the COE FS
12:27 PM Dean’s Report	<p><u>Dean’s Report</u>—Christine Sorensen</p> <p>Budget: We got our budget—flat funding. UH got cut, but the system is absorbing it.</p> <p>Facilities: Progress is being made on repairs: first is to be the exit door in Wist Annex and then repairs to portables.</p> <p>Positions: Regarding positions, the council met and prioritized positions last year; all those approved last year and not filled are proceeding (5 or 6 positions). Of the additional 20+, 9 were approved to move forward; most will be shared positions. Information is available on the Dean’s Council Wiki site. Most are going into teacher education programs.</p> <p>Classroom Policies: Per the chancellor’s office, there is a lot of misinformation going around about this. COE identified some daytime hours when our classrooms are available for use by others outside the college. COE will still have priority scheduling of our classrooms. Some classrooms in other buildings across campus had been appropriated for other uses; they are trying to get these cleared out to be used as classrooms again.</p> <p>Electronic Door Locks: Installation plans are proceeding apace; work is to be done over the Thanksgiving holiday and should be</p>	

	<p>done before the semester ends. Reminder to departments to fill out access permission forms.</p> <p>Other Technology: Rewiring of Wist and Everly Halls will be done to create better access and service.</p> <p>Thefts/Tracking System: Paul McKimmy is also working on doing this for university-owned equipment.</p> <p>Grant: Announcement of receipt of a substantial grant to develop an integrated program in special education and elementary education. Congratulations!</p> <p>RTRF: In the interest of transparency, the dean described the distribution and use of RTRF funds in COE. There are three pots of money—CRDG (about \$114,000), CDS (about \$500,000), and everybody else’s (about \$135,000)—that came to the college last year after the system took their portion. CDS money was used for their employees and for fiscal support. COE kept \$25,000 of CRDG’s funds for fiscal support, and \$60,000 of the third pot was set aside for travel for faculty. The rest went back to the departments that earned it. COE fiscal tries to keep \$100,000 in the faculty travel fund.</p> <p>Emeritus Requests: The dean was asked to explain how they are handled in the college. There are no separate COE criteria. Requests are routinely approved for those who meet the university qualifications. The chair of the appropriate department makes the request. You can request special consideration when an individual does not meet the criteria (e.g., a recent request for a person who was one month short of the 5 years or more at rank 5 criteria was granted an exception).</p> <p>Freshman Admissions: There will be approximately 700 incoming freshmen for fall; we have 400 signed up so far, expected to be 700 by deadline. OSAS is working with ECDC.?</p> <p>Chancellor’s Priorities: Report from COE about what the college is doing to support the three priorities was submitted; it is available on the college Wiki.</p> <p>The dean is updating a report on program review, and the workload policy report is still being worked on.</p> <p>Common Core: The dean has asked each department to tell her how the department is supporting education in CCSS.</p> <p>The dean is to be gone two times this year to do Board of Examiner reviews for NCATE, so she will have valuable insight for us as we do our own reviews. A key issue will be collecting and using data, also tracking placements to see if students are getting placed where there is diversity. Beth</p>	
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	<p>Pateman shared that COE can have 3 years of data by the time the site team shows up in spring 2014. Regarding advanced programs, guidance is to look at what national standards are being used even if you don't have SPA standards.</p>	
<p>12:50 PM Standing Committee Reports</p>	<p><u>Standing Committee Reports</u></p> <p><u>Curriculum and Program Planning (CCPP)—Walton</u></p> <ul style="list-style-type: none"> • CCPP Chair Walton reported on three course proposals: <ul style="list-style-type: none"> – SPED 481 — more information needed, revision needed, submit next semester – KRS 695 — minor revisions done, recommend it be approved – EDCS 618 — update done, recommend it be approved • Walton reported that experimental courses were sent just for information; both need some additional work before they would be recommended. • One late submission was not considered, and he had a question regarding recommending courses not from an academic department. <p>Senator Fulford reminded the group of the process for experimental courses: they have never been reviewed by the CCPP previously.</p> <p>Chair Nguyen requested that CCPP send forth a written report from the committee.</p> <p>Stacy Roberts addressed the senate regarding EDUC 800. The topic had been researched last year by a committee who made a recommendation for changing the credit hours. A review of other university programs for number of hours required for dissertation coursework revealed an average of 8 hours; we require only one hour of EDUC 800. She thought that the issue was resolved last year, so that students admitted in 2010 would stay on the one-credit requirement, but new students would be required to take 8 hours. Rationale for doing the change includes a necessity to bring in tuition money that reflects the work expended, money that could be used to pay for the course releases that are part of the workload policy related to service on dissertation committees. The change would also bring the UH COE graduate program up to par with national norms. No record could be found in the minutes of the last FS of action taken. Action was delayed to later in the meeting while a search of documentation in the dean's office could be made.</p> <p><u>Personnel—Zilliox</u></p> <p>The committee is in need of members; majority of members must be tenured faculty per by-laws. They will take up issue of</p>	<p>Motion to approve KRS 695 approved.</p> <p>Motion to approve EDCS 618 renumbered as EDCS 617 was approved.</p>

“uber” TPRC discussed by the Manoa Faculty Senate. There is to be an ad hoc committee on teaching awards to relook at procedures, and an ad hoc committee on specialist faculty.

Chair Nguyen added that current COE workload policy does not reference the latest BOR policy or the latest union contract. It needs to be updated and submitted. Per her information, it cannot mention specialists. There will be a separate committee to look at specialist workload.

Budget and Facilities—Young

The committee had not yet met, awaiting new developments from planning.

Issue was raised about getting classrooms vacuumed in Bldg 1, which resulted in reminders about the limits on custodial staff hiring to fill vacancies and last year’s announcement about reduced expectations.

Student-Faculty Relations—Bowditch and Torralba

Committee report moved to New Business.

Diversity—Twomey

Committee is quite large, planning for a November meeting. They have been requested by the chair to look at NCATE Standard 4. They also have some other possible initiatives and ideas.

Governance—Berg

The committee has been asked by the chair to look at standing committees for diversity and fellowship with an eye to combining them. Other items to be addressed are the issues from last spring to be brought to a vote, the question of RCUH representation, and consideration of going to a true “senate” model instead of the current “representative” model for the COE FS. Beth Pateman noted that one of the standards for NCATE deals with governance, so she would like this committee to help with that aspect of the NCATE process.

College Fellowship—No Chair

Chair Nguyen expressed concern that to date there has been no senator who has stepped forward to be chair of this committee. This is not as much an issue in fall, but in the spring work needs to be done on the COE annual awards. Chair asked Diversity Committee Chair Twomey to consider assisting with Fellowship tasks as the Diversity Committee is rather large. Diversity Committee Chair Twomey will bring it up for discussion as a committee meeting.

Ad Hoc Committee on Merit Pay—Fulford

The committee report has been pulled together and is under its

	final review. It will be sent to the chair and distributed for review prior to the next FS meeting. Committee Chair Fulford said they did lots of research on what is done in other universities. It is a good idea to have merit pay: it is better to keep folks motivated to stay here using merit pay versus relying on the retention process. Three things needed addressed: merit, equity, and retention. Equity was the first one, done last year.	
1:30 PM Old Business	None	
1:32 PM New Business	<p><u>New Business</u></p> <ul style="list-style-type: none"> • Meeting dates need to be reconsidered: <ul style="list-style-type: none"> – After discussion, next COE FS meeting was confirmed for Thursday, November 10, 2011. – Congress meeting for fall confirmed for Thursday, December 8, 2011. – Congress meeting for spring currently conflicts with AERA annual meeting time. After discussion, moved to April 20. • Discussion on StARFAC purpose and charge was led by co-chairs of the Student-Faculty Relations Committee, which had been asked by Chair Nguyen to work on revising the current Student Admission/Retention Faculty Advisory Committee to make it a sub-committee of the Student-Faculty Relations standing committee of the COE FS. They proposed some changes, but kept most of the original document (see handouts). After robust discussion, it was moved to accept the current draft as guidelines for the rest of this semester and the committee continue the revision process to produce a more comprehensive and organized document. • CCPP Chair Walton reported that no documentation could be found indicating that EDUC 800 requirement had been changed from 1 to 8 credit hours. Motion was made to approve the change. 	<p>Motion to move spring COE Congress meeting date to April 20, 2012 carried.</p> <p>Motion carried, one abstention.</p> <p>Motion carried, 22 yes and 5 abstentions.</p>
2:00 PM	Adjournment	

Upcoming **Meeting schedule for rest of fall 2011:** Thu, November 10, 2011
Thu, December 8, 2011

College Congress meeting: December 8, 2011 (Location TBD)