Faculty Senate Executive Committee
Meeting Minutes
November 30, 2012

Members Present: Sally Dunan, John Delay, Noel Alarcon, Mike Leidemann, Burt Chang, Ross Egloria, Silvan Chung, Justin Ota, Erika Lacro, Kaleo Gagne, Kahale Saito

Proxy Authorization: Steven Mandracchia to Jennifer Higa-King, Diane Caulfield to Sandy Sanpei

Guests: Marcia Roberts-Deutsch, Mike Meyers, Jim Poole, Bill Becker, Kara Kam-Kalani, Keala Chock, Russell Uyeno

1. Meeting called to order at 9:06 AM.

2. Minutes approved from the last FSEC meeting held on October 26, 2012

3. Chancellor's Report - Erika Lacro reported on the UH budget proposal and status of HCC Executive positions as summarized below.

   a. The President of the University of Hawaii is preparing a budget to submit to the legislature with two main areas of focus for UH budget priorities: 1. Positions to support for Native Hawaiian initiatives 2. Positions to support the President's “Hawaii Innovation Initiative” to build a higher end research capacity that is mainly a research driven initiative at UH Manoa.

   b. Executive Positions: Dean of TECH 1 ad out for the second round (re-advertisement), Dean of Academic Support (closed and now creating a search committee), UC College Dean is in the selection process, and an ad will go out for the Vice-Chancellor for Administrative Services, PCATT Director, then last for the Vice-Chancellor for Academic Affairs.

4. System Chair Representative Report – No report because Steve was attending a system meeting.

5. FSEC Membership update – Sally reported that the ballot for approval on the modification to the membership of the FSEC has passed. Marilyn reported that 69 votes were in favor while 4 opposed. Another ballot is being formulated for the selection process of the new FSEC member from the construction academy. The new member will join FSEC in Spring 2013.

6. Proposal for Technology Advisory Committee & Campus Technology Committee – Mike reviewed that a preliminary proposal was submitted to establish a Campus Technology Committee with faculty, staff, and administration representation to replace the existing Technical Advisory Committee, which includes only faculty representation in September. That proposal was deferred pending a final meeting of the existing TAC and a vote to dissolve the committee. He submitted a revised proposal for review at this meeting, with the additional information that the existing Technical Advisory Committee would meet following the FSEC meeting to vote to recommend dissolving the committee upon approval of the new Campus Technology Committee.
The TAC will then submit its final report, and previously requested, and the FSEC will then act to dissolve the TAC at the FSEC meeting in January.

Sally: Moved to accept the draft charter for the new Campus Technology Committee that was submitted at this meeting. John Delay second the motion, no discussion, all in favor for a unanimous approval.

Bill will forward the final report of the TAC to Sally upon conclusion of today’s scheduled TAC meeting. At the next meeting in January, Bill will present the final recommendation/request to dissolve the TAC.

7. Proposal and Discussion on Structure of Gen Ed Committees – Presented by Jennifer Higa-King. (There is a copy in PDF form posted on the FSEC Intranet web site as part of the related documents for today’s meeting. [Presentation])

**Background of the GenEd board**
1. HCC GenEd board approved 2004, updated spring 2009
2. Works closely with CPC organization.

**The purpose of the Gen Ed board**
1) Acts as clearing house for information
2) Central hub for distribution
3) Set policy in articulation
4) Information distributor
5) Delegated representation body for HCC
6) Final arbiter for disputes and articulation

**Restructuring:**
FALL 2011: Establishment of the CTE GenEd (purpose is to certify courses)
Committee changed the number of hallmarks from 7 to 5.

**Guide line to the restructuring:**
1) Develop a structure for evaluating and certifying a general education course.
2) Structure should involve: Consultation, Cooperation, and Collaboration.
3) Review of application should include both CTE and UC faculty.

**Proposals for new General Education Board structure**
The two proposals are posted on the HCC Intranet documents related to this meeting. [Proposals for New General Ed Board structure]

John made a recommendation to specify which courses can articulate to other colleges in the catalog.

Sandy’s major concern on both proposals was to have representation from both the CTE and UC College. She is satisfied that both proposals meet that concern and feels that both
proposals would be viable structures for review of courses meeting hallmarks for general education.

Erika stated that there is a UHCC System policy, and a corresponding HCC policy, on General Education that states that the general education framework will be developed by the general education committees in consultation with faculty in all programs. So the chancellor would not be able to approve any curriculum actions pertaining to general education if the committee structure for the campus does not conform to the stated policy requiring consultation. (Note: the HCC policy on General Education is located on the HCC Intranet under the link for Policies. [HCC Gen Ed Policy])

The General Education boards do not add or change any hallmarks or categories. All they do is to certify/evaluate whether courses meet the established hallmarks according to a rubric. The hallmarks (for system-wide articulation) are decided by means of discussion at the system level that includes representation from the campus level articulation boards. CTE GenEd is not focused on the system wide articulation process, so they can have separate hallmarks from the Liberal Arts program.

Voting on the two proposals
Sally asked the FSEC committee if anyone wanted to vote on the two proposals today, to acknowledge that we have received the two proposals, or to defer the vote till January.

Jim Poole stated that Diane's proposal was tabled and we should not vote unless we include the 3rd proposal. Sally stated that Diane's proposal was a proposed charter for the CTE GenEd board and not a proposal for the structure of the general education committees.

Burt made a motion that we should defer the discussion on voting on the two proposals because Diane and the new representative from the construction academy were not present. Sally also agreed to deferring the discussion because Diane was not aware of a vote. No one seconded the motion, so it died.

Erika stated that we need to vote on the structure of the Gen Ed board because of the recommendation from the accreditation team.

Kaleo made a motion that we acknowledge the two proposals, allow time between now and the January meeting to discuss the proposals with the constituents of the Faculty Senate, and then vote on one of the two proposals at the next meeting. Jennifer Higa-King seconded the motion as Steve Mandraccia's proxy. The motion carried with six in favor, one opposed, and four abstentions/not voting.

Meeting ended 10:40 AM