Faculty Senate Executive Committee
Meeting Minutes
August 31, 2012

Members Present: Sally Dunan, Steven Mandraccia, John Delay, Noel Alarcon, Diane Caulfield, Burt Chang, Ross Egloria, Silvan Chung, Justin Ota, Erika Lacro, Kaleo Gagne

Proxy Authorization: Mike Leidemann to Ross Egloria

Guests: Mike Meyer, Marcia Roberts-Deutsch, Russell Uyeno, Jim Poole, Bill Becker, Scot Parry, Keala Chock

1. Meeting called to order at 9:05AM.

2. Minutes approved from the last FSEC meeting of the Spring 2012 semester.

3. FSEC Recorder. No one willing to be permanent recorder so we will be using a rotating recorder. Recorder sign-up sheet was circulated around the room.

4. A few of the FSEC Meetings will be scheduled at 7:30AM (as opposed to the regular time of 9AM) to accommodate the meetings for our system chair representative. This will affect three meetings over the course of the academic year. Those dates are: January 25, 2013, February 22, 2013, and March 22, 2013.

5. System Chair Representative Report – Steve has been voted co-chair of the System FSEC. Each campus is allowed two representatives on the System FSEC, one voting (which Steve fulfills) and one non-voting. The non-voting representative can be any interested faculty member. Sally will email the faculty listserv to poll for interest from our faculty ranks.

6. Old Business - Motion and discussion deferred from last semester on issue of inserting a reference in the self study report that the FSEC, as the representative committee for the Faculty Senate, is specifically authorized by BOR policy. The FSEC Chair, the ALO, Diane Caulfield, Cynthia Smith and Jerry Saviano discussed this concern over the summer and resolved this issue. An appropriate statement is in Standard IV of the current self study. No further discussion is required.

7. Old Business – The issue of “D” grades transferring and calculation of GPA in relation to the Transfer Policy statement was brought up last year. The issue of “D” grades transferring from campus to campus within the UH system is not up for debate at the institutional level as this is a system-wide policy. However, the issue of graduation requirements such as GPA calculation, is subject to institutional interpretation. In light of this information, the Transfer Policy will remain as stated in the catalog. However, this begs the issue of looking at our Graduation Policies and how “D” grades transferred in get factored into the graduation calculation. It was
suggested that this issue (looking at the Transfer and Graduation Policies) will be forwarded to COSA (Committee on Student Affairs) for a closer look and clarification on interpretation. The Chancellor and her team will also be further investigating this issue.

8. Reorganization Update – There will be supervisory changes and committee membership changes (including FSEC) due to reorganization. Division Personnel Committees will be changing due to reorganization and the Chancellor is meeting with UHPA to discuss the timeline and details of implementation. The original reorganization plan proposed has slightly changed in the approved reorganization plan (such as the Tech I reorganization) and this requires appropriate changes at committee levels, especially in committees like the FSEC, CLT, Planning Council, DPC, CPC, and DCC. Erika stated that she is willing to provide a more detailed discussion of the final reorganization to either the full FSEC committee, or to a subcommittee, as preferred by the FSEC.

9. Facilities Usage Policy – A policy about facilities usage is being drafted by the Chancellor in collaboration with the VC of Administrative Services for the Building 7 renovation. The Chancellor will share this draft with the FSEC when completed.

10. Proposal for Retention and Recruitment (R&R) Committee – Efforts of the R&R Committee are now being duplicated by institutionalized positions in the reorganization. Therefore, it has been suggested by the R&R committee to either a) dissolve the R&R committee or b) change the emphasis of the R&R committee. Scot Parry, chair of the R&R Committee, brought this proposal forward and has the full support of the current R&R membership for either proposed suggestion. The FSEC has recommended a final report from the R&R committee, and a draft of proposed new charter for the restructured committee before any motions are entertained on this matter.

11. Proposal for Technology Committee – TUAG (Technology Users Advisory Group) and TAC (Technology Advisory Committee) would dissolve and this new Technology Committee would take its place. This would be a joint committee of the FSEC, SSEC, and Administrative groups. Suggested additional members (in addition to what was proposed) included representatives for ASUH, Distance Education, and Native Hawaiians. Sally moved that “the FSEC endorses the concept of dissolving (or disestablishing) the Technology Advisory Committee and establishing a new committee structure for campus technology committees.” Steve seconded the motion. No discussion. Motion passed unanimously.

12. Annual reports from FSEC subcommittees were due today. The FSEC chair emailed the various committee chairs a suggested format for these annual reports to include at minimum, a) membership, b) meeting dates, c) summary of actions, and d) minutes (or if uploaded to the Intranet, a link to where the minutes are stored). Not all committees have submitted yet and the FSEC chair will be following up with those
committee chairs. The intent is for accountability of these FSEC approved committees and the plan is to post these annual reports on the FSEC website.

13. Issues/Agenda Items for the Academic Year – 1) Budget process needs revision; Process is still confusing and somewhat inequitable, 2) Program review process, 3) from UC - rekeying of offices and classrooms with bolts that lock from the INSIDE, 4) HCC-H / HCC-HAP designation clarification, especially on transcripts, 5) Intranet updates - procedural issues such as committee chairs getting access to update their own committee sites on the Intranet. Other issues will be added as they come up during the academic year.

14. Meeting adjourned at 10:50AM

Next meeting is currently scheduled for Friday, September 28, 2012 from 9-11AM in 2-614. Preliminary FSEC meeting schedule for the entire academic year can be seen on the Intranet at http://programs.honolulu.hawaii.edu/intranet/node/1233