Chairs Present
Jim Beets (UH Hilo); Paul Briggs (Windward Community College); Tom Craven (UH Manoa – Arts & Sciences); Bob Cooney (UH Manoa – Manoa Faculty Senate); Sharon Cox (UH West Oahu); Gigi Drent (Kauai Community College); Evelyn Green (Honolulu Community College); Manai Kalua (Hawaii Community College); Paul Lococo (Leeward Community College); Truc Nguyen (UH Manoa College of Education); Nick Ordway (Shidler College of Business); Gwen Sinclair (UH Manoa – Library Services); Amarjit Singh (UH Manoa - Engineering); Dennis Vanairsdale (Kapiolani Community College), Elaine Yamashita (Maui College)

Guests Present
Reed Dasenbrock (VCAA Manoa); M.R.C. Greenwood (UH System President); Jo-Anne Itano (UH System); Linda Johnsrud (UH System)

1. Announcements
Co-Chair Cooney called the meeting to order at 9:05 pm. No announcements.

2. Minutes Approval
Minutes were approved unanimously.

3. Business
   a. Discussion of Rise in Administrative Salaries (VP Johnsrud provided comparison data of the # of positions and changes in salary rates over time; data is available on ACCFSC website)

   VP Johnsrud will provide updated salary information for the next meeting.

   VP Johnsrud explained that the faculty has remained at 48% of the total headcount for the last decade. Executives are under 3% of the total. APT’s have increased from 22% to 30% of the total headcount. One explanation for this increase is that many departments replaced clerical with APT staff. Civil Service employees have decreased due to the civil service hiring freeze.

   A Senator explained that the perception is that there has been a growth in the amount of administrative salaries - not just headcount. Data showing what percentage of the total salary cost is allocated to faculty, executive and APT salaries would be useful.

   The President noted a much more serious underlying concern with how universities are constituted and who does what work. Faculty members are no longer responsible for all work associated with students. Administrators may be taking over what used to be faculty duties. Our faculty salaries used to be only 20% of the national AAUP rate – but that has improved substantially, as our faculty is now at 70, 80, and 90 % of AAUP rates.

   VP Johnsrud noted that our goal for faculty salaries is 80% of the national rate, while our goal for administrative salaries is just 50% of the national average,
A Senator pointed out that there is a vast disparity between the highest-paid workers and the lowest-paid workers at the University, which has very serious implications.

The President noted that the disparity between the highest and lowest paid workers in the private sector is much greater than that in the public sector and identified salary inflation as a contributing factor.

**b. Discussion with UH President**

Chair Cooney began the discussion by asking the President for her perception of ACCFSC’s function. ACCFSC is the only faculty body given direct contact with the President and there is concern that the President has not attended ACCFSC meetings this academic session.

The President noted that the ACCFSC is a valuable advisory body to the president but that it is not an all campus Senate – as there is at some institutions - and, therefore, ACCFSC does not have authority over a set of policies. ACCFSC is an opportunity for people across the system to raise issues, get information and exchange ideas. If there are issues that need to be dealt with at the system level – it is a good opportunity to exchange ideas and discuss the challenges. Most of the issues are very often academic policy issues and that’s why it’s important for VP Johnsrud to attend.

Q: Are there any instances where System administration has come to this group for an opinion or endorsement?

Some instances sited were common course numbering, general education MOA, shortening the academic calendar, student conduct code, executive policy changes, and the strategic plan.

Q: Since this body deals primarily with academic policy, would it be helpful to have the VCAA’s from each campus attend ACCFSC meetings?

System meets with the Council of Academic Advisors (CAA), which includes members from across the 10 campuses, for 4 hours monthly & represents the faculty’s position to them. Many of the issues brought forth by the system to ACCFSC originate from the CAA.

Q: How can we make this group more effective? For example, nothing has happened with common course numbering.

The President noted that we need faculty to help UH break down some of the defensiveness that is often encountered in system-wide discussions. It is difficult to justify to legislators and other external groups why – for example – groups cannot agree to align their courses, which taxpayers are helping to fund. We have to be willing to question old traditions. There is a lot of good will and desire to really help the students so that it doesn’t cost them two extra years as a result of a lack of advising or articulation problems. We cannot defend those positions forever and we need to fix them to benefit students and faculty. It is the System’s job to get these ideas in front of the Senates so that we can justify to donors, legislators, and others that we are fixing these longstanding problems.

Q: Two other advisory groups to the President are the system’s Pukoa Council and an association of students. We are also starting the biennium budget proposal – so we would like information on that. Pukoa Council has a request for funding and explaining all of that in terms of how it works in our system is helpful.

The President explained that there are several advisory groups that she meets with once or twice/year directly. Pukoa Council has a direct opportunity to meet with the President and to submit budget proposals. Most other budget recommendations come through discussions with Chancellors – and the emphasis this year is on retaining what we have and preventing additional cuts. The Regent’s budget
was modest – $10 million in general obligation funding & capital improvement money. The Governor put about half of that in the Executive Budget in specific lines and we got our health and safety R&M money and about some funds for capital improvement. There is some appetite for putting out a bigger bond issue -primarily targeted at R&M or “renovate to innovate” and it is clear that the President intends for that to affect all the campuses. If we were able to get $100 – 150 million in that kind of money – it would help in the backlog. With the biennium – there is a possibility to get additional program funding. The good news is that we did get a 5-year tuition package passed. One reason that we have not had to shrink the size of the institution is because we have had the income stream from the increased tuition in a planned fashion. That is really helping with our bond ratings – which are much less volatile than other universities because of the tuition increases for those institutions.

Q: A Senator asked about California’s centralized library system, and pointed out that non-UH Manoa faculty have to stand in line at public machines at Manoa libraries to access certain resources. Non-Manoa faculty members also do not have access to journals and other resources that Manoa faculty have access to.

The President explained that UC system in California was a beneficiary of a wave of technology and were among the first Universities with digital repositories when they were growing new campuses in the mid-60s. The cost of journals and multiple volumes in various libraries weighed on the system as a whole and an administrative decision was made to not spend more money on multiple volumes and, instead, to institute the digital interlibrary system

A Senator representing the Manoa library explained that some resources are available across multiple campuses. While there is a Library Consortium that uses some resources, most resources are bought by the campuses on an FTE basis. If we buy for multiple campuses – we get charged significantly more.

The President noted that this issue is clearly something that has value to the system and ACCFSC will add it as an item for discussion at a future meeting.

Q: A Senator explained that addressing the quality of life for professors is important. One aspect is facilities - leaking roofs, bathrooms that don’t work, and doors that don’t open - affecting the general morale. The other item that we should open up to this body is auxiliary services – housing, parking, and food services. Those are the small things that affect the quality of life. The last item is classroom maintenance. There is a presentation by David Hafner that shows that UH-Manoa will run out of money for the electricity in March and electricity is paid by student tuition money.

The President pointed out that the budget support from the state does not pay even the basic payroll. 96% of our general fund dollars are going to personnel and everything else is paid for using tuition or revolving funds. Like other public universities, we increasingly cost-share with our students and our families. We are not really state-supported – we are state-assisted at this point. It is important for Manoa to prioritize.

A Senator noted that faculty members need this information so that we can be involved in the process of prioritization.

The President explained that faculty housing is a more difficult issue because many external parties need to consent. One strategy is to view the issue not just in the context of faculty - but also in the context of the larger community so that it includes state workers like staff members, police, fire fighters and teachers. We also need to restrict housing so that it does not extend once the state position is vacated. The key is to involve faculty very early on in the process.

Chair Cooney thanked the President for her comments and relayed the hope that she can attend future meetings.
c. Common Course Numbering

UH Manoa Vice Chancellor for Academic Affairs was thanked for agreeing to attend the ACCFSC meeting and was asked for his recommendations on how to proceed with common course numbering.

VCAA Dasenbrock began by noting that it is important for faculty to build the curriculum that they believe will educate the students, but suggested that more thought be put into how the structure is navigated by the students. There are small changes that could be made that would not subvert faculty control of the curricula, but would make it much easier for the students to navigate our course structure. In particular, the issue of the core articulation is very important. The policy general states that we should have a common core that students should be able to satisfy. By next year, we will get more students as transfers than freshmen and many more students start at community colleges than at Manoa. Both the community colleges and the 4-year colleges should understand our common interest in developing a common framework that is easy for students to navigate. If we could come up with a general statement of values that faculty across campuses can agree upon, we could create an interface that is must easier to navigate & get into implementation issues thereafter. If basic foundations core courses – excluding WI or Focus courses – are the same course, then they should have the same number and visa versa. If one campus were an anomaly, then the appropriate administrator at that campus would ask the department to consider changing their course number to align with the other campuses. After addressing the “low hanging fruit,” then the administration / whoever makes course approval decisions can construct a system to prevent against additional sites of disarticulation and create a process to prevent future problems. The sequence would be (1) agree on principles; (2) make sure that there are mechanisms for course approval that accounts for differences across system and campuses; and (3) go to work on existing examples of disarticulation using a voluntary process. If they don't change – system-wide discussions between the parties will be initiated.

A Senator asked whether neighbor Island faculty could get funding from the system to attend any discipline meetings needed since face-to-face interaction is preferable to polycom. The System confirmed that funding is available to support neighbor-Island travel for discipline meetings, but that faculty would have to initiate them and they should likely only be held once problem areas are clearly identified. There is a spreadsheet that identifies discrepancies in course numbering and we should first address single-point anomalies.

It was agreed that the Governance Committee would draft a statement of values and a suggestion for how we’d proceed. Once drafted, they will bring the statement to ACCFSC for its approval and each Senator will then bring it back to their campuses to secure a commitment to the values. The statement will make it clear that there is no intention of overriding individual decision-making & that participation is voluntary. The statement should include the following:

(1) Foundations core and other commonly taught courses on campus should have the same number, the same number should have the same course
(2) General values statement with three caveats: (1) local decision-making; (2) disciplinary commitment for not low hanging fruit; and (3) no adding to dis-articulation.

It was suggested that an inventory of campus course approval processes is necessary and the system will follow up with the VCAA’s at their next meeting to request an inventory. It was noted that almost 20 states have had their legislature pass bills about this issue and have set up an external bodies to make these decisions.

d. Transcript Evaluation Update (Elaine Yamashita)

Elaine noted that John Morton explained at the Community College meeting that KCC and UH Manoa have an arrangement whereby someone sits at Manoa and evaluates KCC transcripts. It may be possible to expand this
approach to all the system community colleges so that we have a unified process. At the Community College meeting, John Morton said he would talk to Linda Johnsrud and it is unclear what the results of that conversation were, but we will follow up.

A Senator noted that the Kauai Senate may support the idea of having a system office/individual to evaluate transcripts, but there is a trust issue. One suggestion is to have a dispute clause that errs in favor of the campus.

Elaine and/or Gigi can articulate the problem and the system can give us a recommendation for final approval.

e. **Library Resources Across Campuses** (*Sharon Cox*)

(*Discussed with the President*)

A Senator suggested that ACCFSC draft a formal letter to recommend an investigation of the library resources issue. It was decided that Sharon Cox would draft the letter, which would include a description of the issue and possible recommendations, to Library Council with a copy to the President. She will present the draft for ACCFSC approval at the next ACCFSC meeting.

4. **Committee Reports**
   a. **Distance Learning Advisory Committee & Faculty DLAC**
   The faculty D-LAC is determining a meeting date/time for late February or early March.

   b. **Governance Committee**
   Governance will meet to draft the statement on Common Course Numbering.

   c. **University Council on Articulation**
   UCA usually meets once/semester – probably in March.

   d. **Budget**
   e. **Business Process**
   f. **CCCFSC Report**

Co-Chair Cooney concluded the meeting by noting that meeting with administrators is the only way for ACCFSC to function effectively. Meeting in a vacuum and in the absence of the decision makers renders this group ineffective.

5. **Adjournment**

The meeting adjourned at 11:30pm.