

CHAIR'S REPORT

(UHMFS Meeting, 16 September 2009)

Faculty Senate
University of Hawai'i at Mānoa
Honolulu, HI 96822

<http://www.hawaii.edu/uhmfs/>

Agenda

- 1 Introductions
 - (a) Senate Executive Committee
 - (b) Senate Standing Committee Chairs
- 2 Approval of May 6, 2009 minutes. See draft minutes (attached)
- 3 Chair's Report ▶ Chair's Report
- 4 Questions and discussion
- 5 Other business
 - (a) Congress motion
 - (b) Other new business

Agenda

1 Introductions

(a) Senate Executive Committee

- ★ Martha Crosby
- ★ Shirley Daniel (SEC Secretary)
- ★ Thomas Hilgers (Senate Secretary)
- ★ Susan Hippensteele
- ★ Martin Rayner (Vice Chair)
- ★ David Ross (Chair)
- ★ Halina Zaleski

(b) Senate Standing Committee Chairs

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1 Introductions

(a) Senate Executive Committee

(b) Senate Standing Committee Chairs

- ★ **Administration & Budget**(CAB): David Chin
- ★ **Academic Policy & Planning**(CAPP): Sarita Rai & Richard Chadwick
- ★ **Faculty Service**(CFS): Rhonda Black & Ian Pagano
- ★ **Athletics** (COA): Rosanne Harrigan
- ★ **Research** (COR): Jason Maddock
- ★ **Professional Matters**(CPM): Thanh Truc Nguyen
- ★ **General Education**(GEC): Scott Rowland
- ★ **Student Affairs**(CSA): Jay Hartwell
- ★ **Assessment Committee**(MAC): Paul Brandon
- ★ **Senate Webmaster**: Carol Kellett

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Motion

That the first UHM Faculty Congress Meeting of the academic year will be held on October 21, 2009 at 3:00p, to be followed by the October meeting of the UHM Faculty Senate

- (b) Other new business

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Summer 2009 Highlights

(See also SEC minutes and SEC statements at UHMFS website)

- Regular meetings with administration
- Monitored administrative committees (MET, Budget, Prioritization, BoR) and actions, and represented Faculty and Faculty positions when necessary
- BoR testimony: Presidential search, CRCH director search
- Other Statements: Budget cuts, Welcome to the President
- Action on
 - ▶ Assessment office - structure of
 - ▶ Enrollment management
 - ▶ Workload and WI courses - monitor compliance

What we are/do

Board of Regents policy:

The faculty has primary responsibility for such fundamental academic areas as curriculum content, subject matter, and methods of instruction and research.

The Senate:

- Speaks for the faculty on academic policy
- Conducts most of its business through its 10 standing committees
- Advances action through reports, motions, and resolutions...
- ...which are most efficiently done (at least for the first phase) at the committee level, not at meetings of the full Senate.

The Senate Executive Committee (SEC):

- Is elected by members of the Senate
- Coordinates the functioning of the full Senate
- Meets regularly with members of the Administration
- Assumes the Senate's duties during the summer

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Resolutions:

- Resolutions go to the BoR, so should be about matters clearly within our kuleana.
- Include recommendations on new programs, degrees, academic structures, policy decisions at Mānoa level.
- Resolutions from standing committees:
 - ▶ Are transmitted to the SEC for inclusion in the agenda.
 - ▶ Can come up for debate/vote at the next senate meeting after this transmittal.
 - ▶ Time should be allotted for discussion by the SEC and (if necessary) consultation between the SEC and the committee.
 - ▶ When time is not pressing it is a good idea to inform the Senate a month or two in advance that this resolution is being drafted.

Resolutions (cont)

- Resolutions can also be introduced *from the floor*:
 - ▶ Introducer must be a senator.
 - ▶ Are not voted on at that meeting.
 - ▶ Are added to the “old business” part of the next meeting’s agenda.
- Resolutions should be accompanied by all supporting material:
 - ▶ Includes budgets for new program or degree proposals, summaries of discussion points for resolutions from standing committees, and so forth
 - ▶ Preferably in electronic form

Motions:

- A *motion* is the appropriate way to give Senate approval to a report, an action, or an open statement.
- Motions are also used for conducting more prosaic business (eg, accepting the minutes)
- Substantive motions should be clear on what happens next.
(For example, we might move to accept a report and transmit it to the Chancellor.)

Resources

Available at UHM Faculty Senate site:

- Senate Charter
- Roberts rules of order
- Minutes (Senate and Standing Committees, including SEC)
- Public statements, task force reports, other supporting materials

Other useful resources

- Manoa/System/BoR policy at UH website
- BoR Reference Guide at BoR website (new!)
- ACCFSC website

Challenges

- No Senate secretary
- Disproportionate number of new (incoming) Senators
- Communication disconnect from constituency
- (Recurring) Many relatively new administrators unfamiliar with UH policy/procedure/history
- University Budget

Suggestions

- Go paperless (almost done)
- Collaborate with other committees when possible
- Consult with former members (esp. the chair) of your committee.
- Work out who your constituency is, and try to keep them informed.
- Consult old minutes

Keep comprehensive minutes, but remember that they are public documents.

Incorrect:

We met with Acting Interim Assistant Vice Chancellor Payme Megabucks. She continues to push her idiotic idea for XXXX that will obviously destroy the university. Senator Perspicuity noted that the AIAYC is obviously too pea-brained to understand the consequences.

Correct:

Correct: We met with the Acting Interim Assistant Vice Chancellor for Thumb Twiddling. She revisited a proposal for XXXX she has brought to us in the past. We offered some creative alternatives which we see as having better long-range prospects, and are certain she will work to the limit of her abilities in weighing the alternatives.

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