

**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** September 22, 2014     **1:30 pm**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

| MEMBERS                |   | MEMBERS                 |   | MEMBERS                  |   | GUESTS                   | TIME              |
|------------------------|---|-------------------------|---|--------------------------|---|--------------------------|-------------------|
| Ron Bontekoe - Chair   | P | Bob Cooney – Vice Chair | P | Doug Vincent – Secretary | P | VCAFO Kathy Cutshaw      | 1:30 pm – 2:15 pm |
| Duane Stevens          | P | Peter Garrod            | P | Ashley Maynard           | P | Interim VCR Brian Taylor | 2:30 pm – 3:15 pm |
| Stacey Roberts         | P |                         |   |                          |   |                          |                   |
| Rebecca Fraser - Staff | P |                         |   |                          |   |                          |                   |

| SUBJECT                  | CONTEXT  | ACTION / STRATEGY / RESPONSIBLE PERSON   |
|--------------------------|--|--|
| <b>CALL TO ORDER</b>     |  | Meeting was called to order by Chair Bontekoe at 1:30 pm                                       |
| <b>REVIEW OF MINUTES</b> | 1. The minutes of September 15, 2014 SEC meeting had been circulated electronically before the meeting.  | 1. Motion to approve the minutes as amended P. Garrod; second, A. Maynard. Passed unanimously. |
| <b>CHAIR'S REPORT</b>    | 1. Chair Bontekoe updated the SEC on the hiring of Lorna Ramiscal.   | 1. No action needed.   |
| <b>GUESTS</b>            | <p>Vice Chancellor for Administration, Finance and Operations Kathy Cutshaw 1:30 pm</p> <p>1. \$10 million budget restriction on UH System: Impact on Manoa Kathy explained that it's a 10% restriction, not \$10 M. There is a 5% restriction that will be evaluated after the January meeting of the Council of Revenues. If things are better, the 5% will be released. The other 5% will be held until after the May Council of Revenue Meeting.</p> <p>2. Tuition Revenue vs. Net Tuition Revenue – this was explained as part of the overall presentation of <a href="#">the FY15 Budget</a>.</p> <p>3. System Assessment: \$6 million: The System Assessment pays for Risk Management and Legal</p> | <p>1. No action needed.</p> <p>2. No action needed</p> <p>3. No action needed.</p>             |

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|                          | <p>fees, support for UH Foundation operations and the Costs for operating Banner.</p> <p>4. Parking Increase Update – there are no apparent prospects for a public hearing by the BOR on proposed increases in parking fees. But Kathy said a proposal will come forward.</p> <p>5. Kualii Update – when asked about the Kualii Fiscal System (KFS), Kathy is quite satisfied with it. Allows comparison among budgets, actuals, and real time expenditures.</p> <p>Interim Vice Chancellor Brian Taylor. 3:30 pm</p> <p>1. Cancer Center Update -- Interim Vice Chancellor Brian Taylor talked about the proposed review of the Cancer Center. The SEC needs to propose members of the review task force.</p> <p>2. RTRF Distribution Report – FY2014. Taylor presented the <a href="#">2014 RTRF Report</a>.</p> <p>3. Organized Research Units: Merger Updates: due to the length of time on other matters, no discussion took place on this topic.</p> | <p>4. No action needed at this time.</p> <p>5. No action needed.</p> <p>The SEC thanked Kathy for her time and discussion</p> <p>1. Action taken in New Business.</p> <p>2. The SEC accepted the report and no further action was taken.</p> <p>3. The SEC thanked VCR Brian Taylor for his time and candor.</p> |
| <b>COMMITTEE REPORTS</b> | <p>1. CPM – Kristine Qureshi is Chair of CPM; Truc Nguyen is Vice Chair.</p>   | <p>1. No action needed.</p>  |
| <b>OLD BUSINESS</b>      | <p>1. 9/17 Senate Meeting – the SEC discussed the Senate meeting on 9/17/2014. It was hard to get names of those making statements and motions.</p>  | <p>1. Chair will remind the Senate to please identify themselves and their unit before speaking.</p>   |
| <b>NEW BUSINESS</b>      | <p>1. UH Cancer Center Review Committee</p>  | <p>1. Chair Bontekoe will send forward to Vassilis Syrmos, four SEC member names for inclusion on the review committee. Peter Garrod, Ashley Maynard, Duane</p>  |

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|                    | <ol style="list-style-type: none"> <li>2. Faculty Senate Representative on the Academic Procedures Committee (APC)</li> <li>3. Coalition on Intercollegiate Athletics (COIA).<br/>Two documents were provided. <ol style="list-style-type: none"> <li>a. <a href="#">Faculty Senate Role in Campus Athletic Governance</a></li> <li>b. <a href="#">COIA statement on NCAA Restructuring and Academic Integrity</a></li> </ol> </li> <li>4. Senate Vacancies – There are several Senate vacancies due to resignations or sabbaticals.</li> </ol> | <p>Stevens, Doug Vincent</p> <p>N.B. Ashley Maynard and Doug Vincent were selected to serve on the Cancer Center Review Committee.</p> <ol style="list-style-type: none"> <li>2. Stacey Roberts of the SEC and Carolyn Stephenson, Chair of CAPP will be proposed.</li> <li>3. No action taken at this time. Senator Kelly Withy attended the conference. The SEC will ask her to report to the SEC.</li> <li>4. The SEC will ask Rebecca to review alternates and the SEC will address at the next meeting</li> </ol> |
| <b>ADJOURNMENT</b> | The SEC will meet next on Monday, September 29, 2014 at 1:30 pm in HH 208.  | Motion to adjourn made by P. Garrod; second S. Roberts. All approved motion. Meeting adjourned at 4:00 p.m.  |

Respectfully submitted by Doug Vincent, *SEC Secretary*.

Approved unanimously on September 29, 2014.