

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** April 16, 2018      **2:00 PM - 5:00 PM**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine	P	David Duffy, Vice-Chair	E			Kris Hanselman	2:30 PM- 3:00 PM
Douglas Vincent, SEC Secretary	P	John Casken	P			Donna Kiyosaki; Kim Hashiro, Tammy Kuniyoshi	3:00 PM - 4:00 PM
George Wilkens	P	Stacey Roberts, MFS Secretary	E				
Brian Powell	E			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair C. Sorensen Irvine at 2:00 PM.
<b>REVIEW OF MINUTES</b>	1. The minutes of the April 9, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by J. Casken to defer approving the April 9, 2018 minutes; seconded by G. Wilkens. Approved unanimously.
<b>CHAIR'S REPORT</b>	1. Design Team update April 23. Will attend the campus forum.  2. K. Cutshaw discussion with C. Sorensen Irvine on Monday, met on Wednesday went through the budget spreadsheets. 2% for RM from tuition funds, of those who got an increase in tuition funds; then they take out waivers, tuition waivers, GA's,; System fees i.e. neogov, etc. What's left is net tuition. 50% teaching home, enrollment (25%) and degrees (25%). Net grad tuition is going back based upon majors. Professional schools getting 100% of differential. General funds are level, no change in G funds. What is left is 30% of net grad and 80% undergrad tuition. That goes into funding	1. We will attend Campus Forum, then meet with M. Bruno pending availability. 2. No action.

	<p>pool, administrative support, library, ORUs. Everyone is in the red, not enough left of the net to fund everyone. No rules on how funding pool is used; the Chancellor and VCAA are going to divide it up. No across the board cuts; set asides by Ige, or new initiatives would come from funding pool. 3% down in undergrad enrollments projected; should have 59M in pool; 5M short in pool; commitment is that no one will be harmed by more than 3%. Lassner and Bruno will distribute funding. System continues to take more off the top.</p> <p>3. Update MKThink meeting -- met with COE folks, not sure where they are going to put 400 people, and 1800 students. Numbers are not correct. Adjacency</p> <p>4. Update on current MFS elections (J. Kinder). As of 4/16/18 the MFS votes were 383 individual votes with a overall participation turnout percentage of 31.0% down about -15.2% or 479 votes from the last MFS election. The 2017 MFS final results had 862 total votes with an overall participation turnout of 46.2%. J. Kinder will send a Last Call Election reminder email on April 18th.</p> <p>5. Faculty inquiry on MFS candidate (J. Kinder) A concern was raised about the eligibility of someone standing for election from a college.</p>	<p>3. No action.</p> <p>4. No action.</p> <p>5. The SEC reviewed the Bylaws and the process by which the faculty eligible to stand for the election was determined. It was the determined that anyone who meets the criteria as identified through HR is eligible to stand for election.</p>
<b>ACTION ITEMS</b>	<p>1. Approve the 2018-19 Manoa Faculty Senate &amp; Congress meeting schedule:</p> <ul style="list-style-type: none"> <li>● September 19, 2018</li> <li>● October 17, 2018</li> <li>● November 14, 2018</li> <li>● December 12, 2018</li> <li>● January 16, 2019</li> <li>● February 20, 2019</li> <li>● March 13, 2019</li> <li>● April 17, 2019</li> <li>● May 8, 2019</li> </ul>	<p>1. D. Vincent moved and J. Casken seconded the amended MFS calendar. Unanimously approved.</p>

<b>GUEST #1</b>	<p>UHPA Exec. Director Kris Hanselman (2:30 PM)</p> <p>Discussion points:</p> <ul style="list-style-type: none"> <li>• OHR reorganization -- concerns with CBA talked about decentralized. Administration said UHPA concerns deemed inappropriate and untrue. Serious concerns with the reorganization. Fake consultation; no real attempt to consult; provided them with 2015 document with recommendations for change in personnel. Hanselman pointed out that things have improved with the reorganization of research. Things are better than before. So Research to system has improved compliance; but the HR function is the major concern; 2015 review was detailed. Hanselman mentioned that HLRB Sarah Hirakawa was hired for collective bargaining but not familiar with types of UHPA issues; Both BU07 and BU08 have concerns that UH is not hiring folks who can address bargaining issues. Grievances are going to VP for Academic Affairs but who is making decisions on tenure? Unsure who is advising on special salary adjustments; but the operational “nitty gritty” is being overlooked. Less able at System to differentiate between UHPA and academic issues; Fragmentation about responsibilities in communications; Hanselman encouraged the SEC to contact UHPA if problems pop. UHPA filed a prohibited practices complaint with respect to the Title 9 Settlement and how it will affect faculty, never bothered with consultation about settlement with OCR. The SEC raised a concern about the new emphasis on workload. Issue was never articulated; other colleges were informed; direct impact on conveyance of instructional materials; not being handled well by the institution. Hanselman has concerns about how this will impact hiring of faculty and administrators; faculty may be losing ability to have presence in hiring.</li> </ul>	<p>1. The SEC thanked Kris Hanselman for her time and thoughts.</p>
<b>GUESTS #2</b>	<p>Assoc VP Admin Donna Kiyosaki; Assoc Dir UH System HR Kim Hashiro; and Dir UHM-HR Tammy Kuniyoshi (3:00 PM)</p> <ul style="list-style-type: none"> <li>• Discussion points: CAB Chair and Vice Chair Chris Measures and</li> </ul>	<p>1. The SEC thanked D. Kiyosaki, K. Hashiro, and T. Kuniyoshi for their time and thoughts.</p>

	<p>Robert Paull met with VP for Administration Jan Gouveia about the proposed movement of HR from Manoa to System. The SEC has significant concerns; including lack of evidence for the need; in that it has already happened. In the SEC's minds, this is not good faith consultation. The 2015 review which outlined which offices could move to system, SEC is not sure if these data were even considered. K. Hashiro stated that there is only one remaining HR person at Manoa (not counting PO's). There have been several failed searches to fill positions. Therefore due to the need for consistency and training and development it was deemed that HR would function better at system. To establish more coherent and cohesive policies, provide solutions, and to improve service, the HR move is important. Trying to take the best of Manoa and apply it to other campuses, to improve processing. There is a need to establish common templates, provide more training and tools for all offices. The SEC raised concerns about which offices are handling T&amp;P, grievances. Should be no changes there with McCreary (VCAA) and Straney (VPAA) handling these issues. Questioned about the new NeoGov system and how this will impact HR. NeoGov should help on the transaction side, make it easier to move data from NeoGov into PeopleSoft and eliminate paperwork. The SEC reminded our guests, that with shared governance, it is critical to get input from the faculty.</p>	
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB (DV) – CAB Chair C. Measures and Vice-Chair R. Paull met with J. Gouveia. Gouveia was reminded about the process and seemed willing to address concerns.</li> <li>2. CAPP (BP) – CAPP met on April 11 and met with D. Ross of Math to discuss Credit Removal Policy. He stated that ending the credit removal policy would</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> </ol>

	<p>require Math to change their curriculum and cut some courses. C. Stephenson proposed a compromise that only majors be bound to credit removal, but D. Ross did not feel that addressed the issue. Further discussions were held without coming to resolution. CAPP will meet with an Academic Advisor about the issue at next meeting. B. Powell reiterated that CAPP must come to a decision by April 30. CAPP will send letter to Chancellor Lassner stating that the UH TOEFL requirement is consistent and does not need to be changed. CAPP reviewed the proposal for the Certificate for Sustainability. They had a number of issues that they are sending to the proposers. B. Powell asked that they notify the proposers that CAPP will not be able to come to a conclusion before the May MFS meeting. CES implementation is still being finalized and also must be complete by end of semester (no vote required at May MFS meeting). Finally, CAPP declined to accept the Veteran's College issue forwarded by SEC. They felt it is not a CAPP issue, but more relevantly belongs to CSA. If CSA needs academic approval for an aspect of it, then they can forward that to CAPP in the future.</p>	
3.	CFS (GW) – The April 11th meeting was rescheduled to April 25th. Will certify election, approve sending out committee preferences, and set the SEC election.	3. No action taken.
4.	COA (BP) – No report.	4. No action taken.
5.	COR (DD) – No report.	5. No action taken.
6.	CPM (JC) – No report. Next meeting is to be determined.	6. No action taken.
7.	CSA (JC) – A meeting was held on April 11th. Anticipating design team process and have concerns whether graduate students will be supported. Should CSA send a representative to the Council of Academic Advisors; may meet on May 2, 2018.	7. No action taken.
8.	GEC (SR) - No report. The next meeting is scheduled for April 20.	8. No action taken.

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	<p>9. CEE (CSI) – No report. Next meeting is scheduled for April 19th.</p> <p>10. UHPA (GW) – April 27 is the annual meeting; Hemingway Hall 204; 4-5 pm. Election of board members is ongoing.</p>	<p>9. G. Wilkens will represent C. Irvine at CEE.</p> <p>10. No action taken.</p>
<b>UNFINISHED BUSINESS</b>	<p>1. None.</p>	
<b>BUSINESS</b>	<p>1. Shidler Masters proposals (3)</p> <ul style="list-style-type: none"> <li>- Proposal for Master of Science in Information Systems (MSIS)</li> <li>- Proposal for Masters of Science in Marketing Management</li> <li>- Proposal for Master of Science in Finance (MSF)</li> </ul> <p>2. BOR Testimony</p> <p>3. Message to COR</p> <p>4. Commencement, need someone to represent C. Irvine at the morning commence.</p> <p>5. MFS Chair's Report</p> <ul style="list-style-type: none"> <li>a. MKThink link is live</li> <li>b. Design Team update 23rd</li> <li>c. BOR testimony - read</li> <li>d. MFS Elections close at 5:00 PM.</li> <li>e. GEC review to be presented in May</li> <li>f. Awards for teaching and research excellence on April 27 - Kennedy</li> <li>g. UHPA annual meeting - hemingway 204</li> <li>h. Grad forum - 3T</li> </ul>	<p>1. G. Wilkens, moved, J. Casken seconded to refer to CAPP; approved unanimously;</p> <p>2. SEC reviewed the Chair's BOR testimony.</p> <p>3. SEC reviewed the Chair's message to COR, regarding their resolution at the April 18, 2018 of the MFS. Move to send, J. Casken; Second; G. Wilkens, approved unanimously.</p> <p>4. J. Kinder will contact D. Duffy to attend;</p> <p>5. C. Irvine will present a report at the Senate meeting..</p>

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	<ul style="list-style-type: none"><li>i. Campus Climate workshops</li><li>j. Commencement</li><li>k. ACCFSC survey - April 25</li></ul>	
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on April 23, 2018.	Motion to adjourn by J. Casken; seconded by G. Wilkens Passed unanimously. Meeting adjourned at 5:03 PM.

Respectfully submitted by Douglas Vincent, Secretary

Approved unanimously on April 23, 2018.