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EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: October 24, 2016 2:00 pm
LOCATION: Kama 207
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair	P	Vilsoni Hereniko	E	Lilikalā Kame'eleihiwa	P	Eugene Lao, UG Student	3:00 pm - 4:15 pm
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P				
Kelley Withy -- SEC Secretary	E	Sarita Rai -- MFS Secretary	P	John Kinder -- Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Butler at 2:11 PM
REVIEW OF MINUTES	The minutes of the October 17, 2016.	Motion to approve made by Sarita Seconded by Lilikalā Kame'eleihiwa. Approved unanimously
CHAIRS REPORT	<ol style="list-style-type: none"> 1. Update BOR meeting <ol style="list-style-type: none"> a. There was an administrative appointment at UH Hilo for VC for Students. The Student Senate President testified in opposition due to the administration not following process. The students were not consulted. Therefore, they requested for the appointment to be postponed until the students get a chance to fully provide consultation. 	



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| <ul style="list-style-type: none"> b. David Lassner reported on the increase in graduation rate in the class of 2011. The increase was from 17% (five years ago) to 32%. c. The Senate Chair of KCC presented as part of the KCC Chancellor's student success and engagement report. d. Richard Wacker, President of American Savings Bank and a member of the Business Round Table Executive Committee would like to promote research, innovation, and technology angle. Rich recommended financial transparency at UH and clarifying tradeoffs; mentoring by business leaders. e. UHM Senate Chair Presentation to the BOR will be on January meeting at Mānoa. Question is how should we address this to ensure that all the areas of excellence are note for the BOR? Could be slide presentation; student presentation. f. College Senate Chairs Meeting on Friday October 21st - a few faculty members attended. John K and Sarita were thanked for attending the meeting by Marguerite. 2. Update on the VCAA meeting. The issue of the Arts and Sciences Executive Committee over Nat. Sci. Senate and who has jurisdiction over whom confusion created by RBV was discussed. Michael Bruno agreed that it would be good to have better communication between college level senates and the campus-wide Mānoa faculty senate 3. Update on the ACCFSC meeting. Hae Okimoto, Director of Academic Technical Services - ITS | <ul style="list-style-type: none"> e. Discussion to be held at the next SEC meeting. Highlight Research, Outreach, etc. Each SEC member to write down ideas. Additionally we will send a call to UHM community for more ideas. |
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	<p>was invited to discuss the course evaluation system (CES). This initiative was initiated by the former Vice President of Academic Affairs Linda Johnsrud. The rationale was that there was a need for evaluation of all courses for program review and accreditation. There was concern regarding the usage of such an evaluation. Kauai and UH Hilo - had lower response rates on these online evaluations and faculty were penalized. VP Dickson and Okimoto said it will not be used to evaluate faculty. Faculty was concerned about low response rate and being forced to use this mechanism when others had much better rates. Mānoa had already rejected CES via resolution - with the same concerns. There were questions regarding why CES was necessary and what services it provided beyond e-cafe. Faculty have been non-renewed based on the evaluation in the past. Data access and ownership and privacy were great concerns.</p> <p>4. Discussion on Senate Procedures. Need for all SEC members to familiarize with the Robert's Rules of Order (RRO). Marguerite will meet with David Flynn regarding Robert's Rules of Order</p>	<p>CAPP to request responses from Debbie Halbert to questions listed in MFS' 2016.16 resolution on the course evaluation proposal regarding purpose of the instrument and other faculty concerns.</p> <p>Sarita will send SEC Roberts RO -the short version used at UHPA BOD meetings.</p>
ACTION ITEMS	<p>CFS recommendation - ARCH senate vacancy- CFS at its October 21st meeting recommends to the SEC to approve the ARCH faculty senate vote to recommend Hyoung-June Park as their Arch Senator for their vacated seat (2015-17)</p>	<p>SEC Approved Unanimously</p>



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<p>GUESTS</p>	<p>Eugene Lao ASUH Rep (3:10 pm) to General Education Committee.</p> <p>Eugene made a statement that he was not representing the ASUH officially but came to talk with SEC in a personal capacity as an undergraduate student. He discussed concerns regarding General Education; specifically that our requirements are high with respect to peer institutions and that this is slowing time to graduation.</p> <p>Eugene would also like to be able to populate students on committees across campus.</p> <p>SEC invited ASUH to share issues with us and invited Eugene to attend SEC meeting once a month. Other ASUH members welcome..</p>	<p>Eugene will attend SEC meeting once a month for ASUH updates at 3:00 PM.</p>
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COMMITTEE REPORTS	<p>1. CAB: No report.</p> <p>2. CAPP: Met; prioritized issues decided to meet more often. Prior Learning Assessment has come up again</p> <p>3. CFS: Met on October 19. David Ericson was invited to the CFS by the Vice Chair of CFS. CFS will create a report. Mike Bruno would like to ask CFS to call for volunteers to faculty mentor to athletes.</p> <p>4. COA: No report</p> <p>5. COR: No report</p> <p>6. CPM: No report</p> <p>7. CSA: No report</p> <p>8. GEC: No report</p>	<p>Discussion topics on meeting with the Regents re MFS budget model</p> <ol style="list-style-type: none"> 1. Marguerite to share the 302+ faculty data with the senate. 2. Show the BOR the impact of historical budgeting. 3. Interested in how budget is allocated. 4. Biennium budget 5. Marguerite Butler, John Casken will attend the meeting from SEC, David Chin to present MFS budget model. CAB chairs invited. <p>2. Referral to CAPP: Navitas and English Language teaching.</p> <p>3. CFS to explore what rule was violated, were there alternative interpretations and was there a violation.</p> <p>4. No action.</p> <p>5. No action.</p> <p>6. Issue Referral list to CPM</p> <p>7. No action.</p> <p>8. SEC to work on process for assembling GE review task force.</p>
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	<p>9. MAC No report</p> <p>10. UHPA: Attended on campus meeting and evening and Saturday meetings at Ala Moana Hotel. Updates of status of negotiations, review of key findings from administrator surveys (note, there was a correlation between ratings of the president and proximity to Bachman Hall) discussed ideas for future UHPA surveys, discussion of ways to increase communication with members (e.g. Twitter, Google groups, Facebook, Slack, Zello, etc.), heard from Jill Tokuda on state economy. JOCODOL: adding possible distance learning center to policy; discussing Intellectual Property guidelines. Next Board meeting Nov. 5</p> <p>11. CAB, CFM, CAPP & CSA,</p>	<p>9. SEC would like to know if MAC will have an instrument for faculty to evaluate administration and report by Dec. meeting.</p> <p>10. Christine Sorensen-Irvine will e-mail the report</p> <p>11. To report on November Senate Meeting Reminded all committees that all meetings are open to everyone - if students show up welcome them with open arms.</p>
OLD BUSINESS	<ol style="list-style-type: none"> 2016 Senate Chair Leadership Retreat 10/26 MB will not be at the meeting. UH's New Website: "A Hawaii Place of Learning" These are Mythological treatments and should not be controversial. Most Hawaiians are Christians. SEC Priority Update - Governance solutions ideas SEC Priority update - Senate Budget model Graduate Council appointments 	<ol style="list-style-type: none"> John Casken will lead the meeting. None Next meeting Meeting with two Regents Next meeting
NEW BUSINESS		
ADJOURNMENT		Meeting adjourned at 6:00 pm.



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Respectfully submitted by Sarita Rai.
Approved on October 31, 2016.