

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **October 10, 2016 2:00 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

| MEMBERS | | MEMBERS | | MEMBERS | | GUESTS | TIME |
|-------------------------------|---|-----------------------------|---|------------------------|---|-----------------------------|-------------------|
| Marguerite Butler -- Chair | P | Vilsoni Hereniko | P | Lilikala Kame'eleihiwa | P | Arts & Sciences Faculty SEC | 3:00 pm - 4:15 pm |
| John Casken - Vice Chair | P | Christine Sorensen-Irvine | E | | | | |
| Kelley Withy -- SEC Secretary | P | 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 2:03 PM |
| REVIEW OF MINUTES | 1. The minutes of the October 3, 2016 meetings had been circulated electronically before the meeting. | 1. Motion to approve the 10/3/2016 minutes by J. Casken; seconded by S. Rai. Passed unanimously. |
| CHAIRS REPORT | 1. Update Campus Facilities and Planning Board-A. Maynard and M. Butler attended 10/7/16. K. Cutshaw and J. Gouvea chairs, reviewed COE plan, budget update \$69million and \$87million to be requested in future years, for 2017 have \$41Million for Hamilton, HBAC and Kennedy, facilities maintenance-looking at zone manager system, want to increase efficiency, energy savings presentations, recognize the lack of prioritization, want to restructure the committee. 2. Update on UHM College Senate Chairs meeting- | 1. SEC to propose method for faculty input on prioritizing building needs. Consider MFS standing committee on facilities. 2. UHM College Senate Chairs meeting on Friday 10/14 to discuss articulation for faculty |

| | | |
|---------------------|---|---|
| | <p>3. Update on vacant constituencies (J. Kinder)</p> <p>4. SEC 10/24 meeting location (J. Kinder)</p> | <p>governance. Kama 210 at 3:15pm.</p> <p>3. Previously had 10 vacant seats, now have four: SW, ORU, A&H, Business (pending response).</p> <p>4. Meeting at Kama 207 on 10/24.</p> |
| ACTION ITEMS | <p>1. 2016-17 UHMFS Budget - Student salary allocation for office projects (J. Kinder)</p> | <p>1. Motion made by K. Withy, seconded J. Casken, passed unanimously to approve student salary & prioritization of tasks as follows: 1) election interface; 2) website redesign; then 3) archive project.</p> |
| GUESTS | <p>Arts & Sciences Faculty SEC (seven members attended):</p> <ol style="list-style-type: none"> 1. Process of articulation between college senates and MFS discussed. ASFSEC described process for forming faculty senate: must have charter, majority faculty vote to support, then charter signed by dean and chancellor. Concern exists because there is an Arts & Sciences senate already, having a CNS senate undermines the Arts & Sciences senate. 2. Encouraging the formation of more college senates: Arts & Science Faculty SEC encourage that no school be forced to create a senate but if a school chooses to form a senate, that is their right. Request for there to be an organic method for creating new senates, not forced. There needs to be consultation before changing consistency of faculty senates. 3. Faculty perm position maps reviewed. Agreement met on need for strengthening the educational base. Any reorganization needs to happen with full faculty input. | <ol style="list-style-type: none"> 1. Acknowledged A&S Senate as important faculty organization at UHM. SEC will facilitate discussion between CNS Senate and A&S Senate as requested. 2. SEC working on strengthening communication and transparency in budget. 3. No action taken. |

| | | |
|--------------------------|---|---|
| COMMITTEE REPORTS | <ol style="list-style-type: none"> 1. CAB (LK) – Meeting tomorrow. 2. CAPP (CS) – No report. 3. CFS (JC) – Committee met and are making final committee appointments. 4. COA (KW) – Offices elected, priorities discussed, plan established for the year. 5. COR (MB) – reviewing AP12304 - conflict of interest policy and reviewing facilities/HR/PR/Communications reorg. 6. CPM (VH) – No report. 7. CSA (VH) – Student rep brought up importance of safety. 8. GEC (SR) – No report. 9. MAC (SR) – No report. 10. UHPA (CS) – No report. | <ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. Judith Inazu confirmed as replacement for Meda Chesney-Lind on MFS. Appointment letter for Katalin Csiszar to serve on the Federal Demonstration Project waiting for signature. Request that CFS creates a form to identify teaching experience, degrees, faculty status, athletic status, etc. to better match committee members with committees. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken. 9. No action taken. 10. No action taken. |
| OLD BUSINESS | <ol style="list-style-type: none"> 1. SEC Prioritizations for i-Chancellor Lassner | <ol style="list-style-type: none"> 1. Budget model, including vacant positions, admin positions, cost of fringe and transparency; Governance review and task force; General Education review for simplification. |

| | | |
|---------------------|--|---|
| NEW BUSINESS | <ol style="list-style-type: none"> 1. SEC resolution to Revise the BOR committee structure 2. Discussion on GE task force 3. Navitas 4. UH's New Website: "A Hawaiian Place of Learning" 5. Prepare SEN agenda for October 19, 2016 6. Prepare SEC agenda for October 17, 2016 | <ol style="list-style-type: none"> 1. Motion to approve resolution by J. Casken; seconded by S. Rai. Passed unanimously. 2. Consult with MFS about next step and refer to CAPP 3. Refer to CAPP. Draft letter to administration. 4. Draft letter to point out weaknesses. 5. Agenda discussed. 6. Agenda created. |
| ADJOURNMENT | The next meeting of the Senate Executive Committee will be on October 17, 2016. | Motion to adjourn by K. Withy, seconded by J. Casken. All approved the motion. Meeting adjourned at 6:18 pm. |

Respectfully submitted by Kelley Withy
 Approved unanimously on October 17, 2016.