

Faculty Senate
Executive Committee
Minutes

Meeting: July 25, 2011

Attendance:

Susan Hippensteele (Chair)	E	Richard Chadwick	X	Kristin Herrick, Staff	X
Shirley Daniel	E	Thomas Conway	X		
Halina Zaleski	X	Ian Pagano	E		
Lilikala Kame`eleihiwa	X	Bonnyjean Manini	X		
Martin Rayner	E				
Bob Cooney	X				

Guests:

Judith Inazu
Carol Kellet
David Ross

SUBJECT	DISCUSSION	ACTION
CALL TO ORDER	Acting Chair Zaleski called the meeting to order at 3:00pm in Hawaii Hall 208.	
OLD BUSINESS <ul style="list-style-type: none">SEC ELECTIONS	<p>SEC Elections- Faculty colleagues Judith Inazu, Carol Kellet and David Ross were introduced to the SEC members. Judith Inazu, Carol Kellet and David Ross attended the meeting by SEC request as former members of the Committee on Faculty Services who have past experience with the senate and CFS functions, specifically regarding senate elections and senate election processes. They were at the meeting to consider whether to take on a charge to review the SEC Elections that took place in spring 2011, due to a complaint filed with the SEC by a Senator.</p> <p>At the close of the discussion, the SEC asked these faculty colleagues to accept a charge that included</p>	

SEC minutes of June 27, 2011

SUBJECT	DISCUSSION	ACTION
	<p>the following:</p> <ol style="list-style-type: none"> 1. To determine whether the process from voting to final tabulation was as correct as possible. 2. To provide a summary of the process from nomination to placement on the ballot, identifying related matters of fact that might be considered. <p>Since all members were wearing black on the day of the meeting, they were referred to as “the committee in black”.</p>	<p><i>Committee in Black accepted the charge layed out by the SEC.</i></p>
ANNOUNCEMENTS	No announcements.	
CHAIR’S REPORT	No Report	
ADMIN REPORT	<ol style="list-style-type: none"> 1) SEC Retreat- After consulting with the UHM executive team, the best date for the SEC retreat seems to be October 12, 2011, 1-5pm. This date was accepted by the SEC as the date of the retreat, without objection. 2) SEC Liaisons- SEC liaisons for the senate standing committees were discussed. Although discussion occurred a couple of months ago related to SEC liaison assignments, the general sentiment of the members present was that the SEC liaison assignments for 2011-2012 would be decided once a new Chair of the SEC is elected. 3) Standing Committee Charges- The charges were approved at the last meeting so they will go up on the MFS website with language supporting the charges being part of a living document that can be updated by the SEC with input from senators and committees. The SEC approved the language without objection. 4) Graduate Council and MAC- GC and MAC need members. Graduate Council needs an LLL member and MAC needs a non-Art & Sciences member. The SEC decided that both of these will be sent to CFS for recommendations, without objection. <p>There was also mention of another potential vacancy on one of these committees due to a faculty member being denied tenure recently. The SEC members agreed that faculty members not receiving tenure still have a one-year terminal contract and therefore, unless a faculty member resigns from a committee he/she is still eligible to serve until time when that terminal contract ends.</p> <ol style="list-style-type: none"> 5) List of Important Dates for Fall 2011 is included in SEC members’ binders. 6) Resolution and Motion forms- Forms were drafted for possible use by standing committees in the coming year. Acting Chair Zaleski asked that the drafts of these forms be circulated among SEC members for review and input. 	<p><i>KH will confirm this date and look for venues for the retreat.</i></p> <p><i>KH will post on the MFS website.</i></p> <p><i>The acting Chair, HZ will request these nominations from CFS</i></p> <p><i>KH will let the Dean who contacted her know about this decision.</i></p> <p><i>KH will circulate drafts of these forms by e-mail, for input.</i></p>

SUBJECT	DISCUSSION	ACTION
MINUTES	The SEC voted to approve the minutes from 7/18/11 but also agreed that it should be re-formatted in the table format that has been used by the SEC this past year.	<i>KH will put the minutes in the preferred format and post the minutes to the web.</i>
NEW BUSINESS <ul style="list-style-type: none"> ▪ COMMITTEE APPOINTMENTS ▪ SEC VACANCY ▪ LENGTH OF SENATE TERMS ▪ JOINT SENATE/UHPA COMMITTEE ▪ FUTURE SENATE ELECTIONS ▪ SEC OFFICER ELECTIONS 	<p>Senator requests to change committees were reviewed. CSA is now at 8 members. This is below the required 9 faculty members. CFS will be asked for a nomination to fill this vacancy, either from the senate or from the faculty congress. The 8 members currently on CSA are senators.</p> <p>Senator L. Neil Frazer is the alternate to fill the SEC vacancy left by the resignation of Senator David Duffy. Senator Frazer is not available until August 23, 2011 and attempts to contact him have gone unanswered. The SEC agreed that since this is a non-duty period that it would be assumed that Senator Frazer will accept his position upon his return to campus. No further action will be taken to find another SEC member unless Senator Frazer declines his position. There were no objections to this decision.</p> <p>Length of Senate Terms was an issue on the agenda but since the SEC member that asked for it to be on the agenda was not present, the members present deferred the topic til a later time.</p> <p>Per senate bylaws (article V) there should be a joint senate/UHPA committee. The SEC will follow-up on this issue.</p> <p>Related to this of a joint committee is an on-going tenure and promotion issue where a Director is allegedly not following written guidelines and is appointing members of the DPC, including non-tenured faculty. The member who shared this information confirmed that the union (UHPA) is aware of this issue. The SEC considered referring to the Committee on Professional Matters (CPM) the issue of whether faculty, rather than administrators, should be selecting DPC members. No decision was made.</p> <p>A member of the SEC requested that a discussion take place in the future around senate and SEC elections related to the use of independent contractors to run the elections.</p> <p>SEC Officer Elections was on the agenda but a decision was made to delay it for one more week and that it would take place on August 1, 2011 as the first item on the agenda under old business.</p>	<p><i>The acting chair will request the nomination from CFS.</i></p> <p><i>Topic to be placed on a future agenda.</i></p>
ADJOURNMENT	Meeting adjourned at 5:15 pm.	