

MANOA FACULTY SENATE

Executive Committee Meeting Minutes

Meeting Date: Monday July 23, 2012

Location: Hawaii Hall 208

Attendance:

				Staff		Administration	Time	Guests	Time
Bonnyjean Manini - Chair	X	David Ericson Vice -Chair	X	Kristin Herrick	X	Chancellor Tom Apple			
John Casken Secretary (SEC)	X	Richard Chadwick Secretary (MFS)	X	Ka`iluani Kauhai	X	VCAA Reed Dasenbrock			
Tom Conway	X	Ian Pagano	X			VCAFO Kathy Cutshaw			
Carolyn Stephenson	X	Robert Cooney	X						
Lilikala Kame`eleihiwa	X								

Subject	Discussion	Action/Strategy/Responsible Person/s
CALL TO ORDER		Meeting was called to order at 1:00 PM by Chair Manini.
CHAIR'S REPORT	<ol style="list-style-type: none"> Noted that Vice Chancellor Hafner did not have his contract renewed. VCAFO Cutshaw will take over his duties until a new appointment is made. A faculty member has brought up problems with Google-mail. Concerned expressed that the IT Help desk does not keep a record of problems. VCAFO Cutshaw has not finalized the draft Housing policy and so will not attend to present the draft. 	<ol style="list-style-type: none"> Members asked to bring calendars to next meeting and also to August 6 meeting. Members asked to arrive about 12:45 on July 30 so that the meeting with Chancellor Apple can begin on time.
ADMINISTRATIVE STAFF REPORT	<ol style="list-style-type: none"> Surveys are still being returned from the Senator Feedback Survey and the G-mail Survey. Incoming Student Survey link is broken. Current and Graduating Student Survey needs review. No movement in the SOEST special election. 	<ol style="list-style-type: none"> Manoa-wide Committees agreed that: <ol style="list-style-type: none"> K. Herrick to contact suggested names for LLL and for Natural Sciences to see if they will serve K. Herrick to send out new request to SOCSCI constituency for Graduate Council representative.

Subject	Discussion	Action/Strategy/Responsible Person/s
	5. Web pages have been updated to include links to all Manoa Senates. List of all Senate legislative documents in process of being added.	c) K. Herrick to contact ED nominee for Graduate Council d) Current and Graduating Student Surveys to be sent back to CAPP for further review. 2. Agreed that list serves for each constituency should not be posted online. 3. Meeting Dates: a) September meeting to be in the Art Auditorium on Wednesday September 19. b) Wednesday August 15 for Senate new senator orientation. 4. Relief Fund requests should be submitted ASAP.
SEC MINUTES APPROVAL	1. Minutes of May 21, 2012 reviewed. 2. Minutes of July 9, 2012, reviewed. 3. Minutes of June 25, 2012 reviewed.	1. Motion by R. Chadwick to approve minutes as amended was approved. 2. Motion by R. Chadwick to approve minutes as amended was approved. 3. Motion by C. Stephenson to hold minutes for review at next meeting was approved.
OLD BUSINESS	1. Discussion on the names to be submitted to VCAA Dasenbrock for the Strategic Plan Implementation Committee Working Groups. 2. Review of SEC Liaison assignments. 3. Noted that the Partner Hire Policy as approved by the SEC on 4/18/2012 has been approved by UHPA.	1. Motion by R. Chadwick that three volunteer names be submitted to the VCAA for the Retention and Graduation Committee, four volunteer names for the Graduate Education Committee and two volunteer names for the Native Hawaiian Scholarship Committee was approved. 2. C. Stephenson to be liaison to GEC.
NEW BUSINESS	1. Review of Issues to be handled by the MFS Committees and the SEC during Academic Year 2012-2013. 2. Consideration of subjects to be raised with Chancellor Apple on 7/30/2012.	1. List is attached of issues (Attachment #2) including items that have been completed and that should be continued. New issues will be tackled at the next meeting. 2. E-mail forwarded to Chancellor Apple (Attachment #1) listing the key items in priority order – noting that they will probably not all be covered at this first meeting.
ADJOURNMENT		Motion to adjourn approved. Meeting adjourned at 3:40 PM.

DRAFT