

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: December 21, 2015 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Bob Cooney - Chair	P	Bonnyjean Manini	P	Jeff Kuhn	E	Robert Bley-Vroman Kathy Cutshaw Reed Dasenbrock Lori Ideta	3:00 pm - 4:45 pm 3:00 pm - 3:30 pm 3:30 pm - 4:00 pm 4:15 pm - 4:45 pm
Marguerite Butler -Vice Chair	P	Ashley Maynard	P				
Kelley Withy-Secretary	P	Sarita Rai	P	John Kinder-Staff	P		

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Cooney at 2:02 pm.
REVIEW OF MINUTES	1. The minutes of December 14, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by B. Manini to approve the minutes as amended; seconded by A. Maynard. Passed unanimously.
CHAIR'S REPORT	Update on Chancellor 2:1 meeting: 1. Budget process-40% of return of tuition to units and everyone gets 85% of the funding	1. No action required.

	<p>necessary to cover their permanent positions in G-funds. Creating process for how other funding distributed.</p> <p>2. UHCC business plan phase 1 uncovered the obvious so he is asking that they not do phase 2.</p> <p>3. Snyder consultants said they couldn't fit BSL3 into the budget.</p>	<p>2. No action required.</p> <p>3. No action required.</p>
ADDITIONS TO THE AGENDA	N/A	
ACTION ITEMS	CFS- Special elections for A & H and SOEST. Three new senators were certified.	1. Motion by (S. Rai) to certify the election results; seconded by (A. Maynard). Passed unanimously.
GUEST #1	<i>Chancellor RBV:</i> SEC had no questions for Chancellor.	1. J. Kinder will be requesting an introductory meeting with the new VCR, Dr. Bruno to meet the SEC members.
GUEST #2	<p><i>VCAFO Kathy Cutshaw:</i></p> <p>Budget update: Ready to proceed with the budget proposal, numbers have been run and they will share with CAB. Funds from all sources will go to departments as G funds to cover 85% of salaries, plus 40% of tuition dollars go back to units that generate it. Going to recalculate every year. Plus a discretionary funding pool (mission support) that will utilize the 60% of tuition. Deans make request to Chancellor for discretionary funding as needed-process still in development. Seven units may still have budget shortfall. Graduate programs still under development but will have similar result.</p> <p>Academic Analytics contract and costs: VCR ordered the contract. Total cost thus far \$330,000: \$100,000 in year 1, \$112,000 in year</p>	

<p>GUEST #3</p>	<p>2, \$118,000 in year 3. Paid for by RTRF. The new VCR will decide on future use. He will start the first Monday in January.</p> <p>Mānoa legal fees: average since 2013: \$500,000 per year for 11-12 requests for legal services.</p> <p>Vacation pay out: Goal to pay out federal fund and state fund pay outs in the same way, but it looks like there needs to be a separate fund for state and for federal funding. They are trying to set up these accounts now.</p> <p><i>VCAA Reed Dasenbrock:</i> Strategic plan/ Mānoa Promise: Each of eight initiatives are to develop plans during the current year. Will have plans for SERG, SPARK, Hawaiian Place of Learning by Jan 14; other five are under development. Facilities and other four are less well developed. Unclear if they will send out for comment (including to MFS) the three that are complete or wait for all eight.</p> <p>Mānoa Promise concern is that it can reduce standards just to increase graduation rates. There has been no attempt to collect the input of faculty on graduation requirements. If that is a concern, SEC should express that concern. Funds have been distributed to units in direct proportion to their roll in undergraduate education to try to build the faculty toward delivering the Mānoa Promise. Ideas discussed: “Money back guarantee.” Or think of the motto, “Put your money where your mouth is.”</p>	<p>1. SEC to refer issue to CAB.</p> <p>1. Chair Cooney to consider inviting Wendy Pearson to future SEC meeting regarding WASC measures.</p>
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<p>GUEST #4</p>	<p>Small program update: RBV advocated that there shouldn't be policies at the system level on this. Instead there could be metapolicies outlining that each campus have policies, not what each policy is. At Mānoa we want colleges to regularly review their small programs and make decisions about them as part of regular program review. Request to administration to educate legislature so that policies about cutting programs can be done at a campus level, not the legislature or the BOR.</p> <p>Budget growth OVCAA/wasteful spending: A number of programs have moved into the OVCAA such as library, graduate education, Kualā'i Council. 1444 employees report to OVCAA. Unusual things about UHM: Mānoa has 4 separate but equal vice chancellors, the money that flows through the VCs is already distributed out.</p> <p>WASC cost of assessment: UHM has adopted the most faculty centric metric possible. Cal State advised us to do a centralized oversight but that was declined so that we can have a great deal of faculty involvement. Accreditation is a pass/fail exam and we don't want to flunk. Wendy Pearson should be part of the conversation.</p> <p><i>VCS Lori Ideta:</i> Student mental health support: Requested statistics on suicide and death rates at UH. Need for additional counseling is clear and there is an increasing use of counseling nationwide. Millennials tend to want an immediate response so we are seeing an increase in Blueline visits.</p>	<p>1. Chair Cooney has requested that VCS Ideta provide the SEC with data on suicide and death rates.</p>
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	<p>Her office is looking at statistics on “mattering” and how to help students be resilient. Chancellor is calling a meeting with larger team to move forward with a protocol for deaths in a way that is sensitive to families, possibly including a memorial section in a publication. Group will be all the vice chancellors, communications team, housing, and crisis management team. SEC recommended to invite the people who have been active in this onto this committee (hui). SEC supports additional counselors for the counseling centers and publicity throughout the campus. Ideas-when you are hired you can check a box about whether you want the community to be made aware of your death or not. Chancellor suggested we consider a blue Christmas service. Willed Body Program may help. RBV would like us to think of how to address the sadness on campus without upsetting families.</p>	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB- No report. 2. CAPP- No report. 3. CFS- No report. 4. COA- No report. 5. COR- Approved changes in human subjects policy. 6. CPM- No report. 7. CSA- No report. 8. GEC- No report. CAP is going to give feedback on the QR prior to 1/6 so can have meaningful discussion. 9. MAC- No report. 10. UHPA- No report. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. Chair Cooney to invite Bill Richardson to January MFS meeting. Need to refer new policy on vacation payout for grants to COR. 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. NA 	<ol style="list-style-type: none"> 1. No action.

NEW BUSINESS	<ol style="list-style-type: none"> 1. SEC communications - K. Withy. Recommendation to have official title for SEC communications. Agreed that if writing on behalf of SEC we make that clear and use our title. 2. CFS communication complaint - J. Kinder. CFS sent draft resolution re: Krystyna Aune not appointing per CFS recommendations. 3. Prepare SEC agenda for January 4, 2015. 	<ol style="list-style-type: none"> 1. No action 2. Chair Cooney to invite Krystyna Aune to SEC in January. 3. Action deferred.
ADJOURNMENT	The next meeting of the Senate Executive Committee will be January 4, 2015 in Hawaii Hall 208.	Motion to adjourn by B. Manini; seconded by K. Withy. All approved the motion. Meeting adjourned at 4:58 pm.

Respectfully submitted by Kelley Withy, Senate Secretary.
Approved unanimously on January 4, 2016.