

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:**       **October 17, 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	SEC Chairs/Reps: William Gosnell; Katalin Csiszar; Aurelio Agcaoili; and Chizuko Allen	2:15 pm - 2:55 pm
John Casken - Vice Chair	E	Christine Sorensen-Irvine	E			David Lassner, i-Chancellor; Ann Sakaguchi David Chin; and Brian Glazer	3:00 pm - 3:55 pm CAB guests until 4:26
Kelley Withy -- SEC Secretary	P	Sarita Rai -- MFS Secretary	P	John Kinder -- Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Butler at 2:02 PM. Exec Session 2:02 pm to 2:24 pm.
<b>REVIEW OF MINUTES</b>	1. The minutes of the October 10, 2016 meetings had been circulated electronically before the meeting.	1. Motion to approve the 10/10/2016 minutes by L. Kame'eleihiwa; seconded by V. Hereniko. Passed unanimously.
<b>CHAIRS REPORT</b>	1. Update on College Chairs meeting-needs for potential new committees-program and curriculum committee; budget prioritization; facilities and planning. Also discussed election of deans; faculty voice; five year	1. Motion to add additional MFS seats for college senate chairs as full voting members by K. Withy,

	<p>plans. We lack the capacity to plan at a campus level. Desire to express needs through faculty senates. SEC discussed: recommendation that president of every faculty senate be a member of MFS; recommendation that each school elect their deans; recommendation that MFS voice needs of each faculty senate; need for college level representation on committees and college level senates can play an important role.</p> <p>2. Up on 2016-17 Senate Chairs Retreat (J. Kinder)</p>	<p>seconded by S. Rai. Passed unanimously.</p> <p>2. Seven committee chairs attending.</p>
<b>ACTION ITEMS</b>		
<b>GUESTS #1</b>	<p>David Lassner i-Chancellor; D. Chin; and A. Sakaguchi</p> <p>3 pm - SEC priorities for the Interim Chancellor</p> <p>A. Manoa Budget-Responsibility Centered management model reviewed and discussed. Already have some return of RTRF, agrees with managing space, zero based budgeting for cost centers is a non-starter, understands that the process was not supported by all faculty but he has to get money back to the units so is implementing the spaghetti model in a rapid fashion. RCM does not foster collaboration between units, which is important so we don't duplicate educational programs. It was pointed out that the MFS resolution recommended a transparent RCM based model with faculty committees.</p> <p>B. Governance review and task force-deferred until next meeting.</p> <p>C. General Education review-to be discussed further.</p>	<p>1. No action.</p>
<b>GUEST #2</b>	<p>Info:</p> <ol style="list-style-type: none"> <li>1. KFS batch time-upgrade planned for 2017.</li> <li>2. Advising-vast majority of degrees are done via automation except for double majors and specific cases. Nine of our campus uses Starfish and Manoa uses GradesFirst case management software.</li> </ol>	

	<p>Consider Ruth, Ron and Larry Bidwell to discuss what GradesFirst does.</p> <ol style="list-style-type: none"> <li>3. GenEd-looks like significant agreement that it is a good time to revise GenEd.</li> <li>4. GPA calculation-needs more information.</li> <li>5. Biennium budget-submitted to system earlier in the year. SEC reiterated need to support programs in crisis. D. Lassner expressed belief that critical needs will not get legislative support. Lassner will ask for FTEs in association with strategic initiatives and will meet critical needs via internal reallocations.</li> <li>6. Chancellor search-visits expected in November.</li> </ol> <p>Senate Chairs meeting (2:15 pm)-Committee chair/representation from MAC, CSA, CFS and CAPP expressed that due process should be followed and that it is not the purview of the MFS to discuss the merits of the case; people are innocent until proven guilty.</p>	
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB (LK) – Brian Glazer elected as Chair, Ann Sakaguchi elected as Vice Chair, and Garrett Apuzen-Ito elected as Secretary.</li> <li>2. CAPP (CS) – No report.</li> <li>3. CFS (JC) – No report.</li> <li>4. COA (KW) – No report.</li> <li>5. COR (MB) – No report.</li> <li>6. CSA (VH) – No report.</li> <li>7. CPM (VH) – Lacking quorum.</li> <li>8. GEC (SR) – Met 10/13. Appointed liaisons to working groups.</li> <li>9. MAC (SR) – MAC prefers not to evaluate administrators. List of programs to evaluate has been divided into facilitating programs and teaching programs for which to assess learning outcomes.</li> <li>10. UHPA (CS) – No report.</li> </ol>	<ol style="list-style-type: none"> <li>1. CAB to be tasked to consider bylaws amendment to increase MFS seats for college senate chairs as full voting members</li> <li>2. No action taken.</li> <li>3. No action taken.</li> <li>4. No action taken.</li> <li>5. No action taken.</li> <li>6. No action taken.</li> <li>7. CFS looking for 3 new members for CPM.</li> <li>8. No action taken.</li> <li>9. SEC requests that MAC develops evaluation instrument for administration, not that they must evaluate by themselves but rather develop the instrument to allow polling of the faculty.</li> <li>10. No action taken.</li> </ol>

<b>OLD BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Final review of 10/19 Senate &amp; Congress Agendas</li> <li>2. UH's new website: "A Hawaiian Place of Learning"</li> <li>3. SEC to propose method for faculty input on prioritizing building needs</li> </ol>	<ol style="list-style-type: none"> <li>1. Completed.</li> <li>2. Deferred.</li> <li>3. Continuing.</li> </ol>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Discussion on EP 5.223 - Graduate Assistants.</li> <li>2. Prepare SEC agenda for October 24, 2016 (Location change to KAMA Rm 210)</li> </ol>	<ol style="list-style-type: none"> <li>1. Deferred.</li> <li>2. Completed.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on October 24, 2016.	Motion to adjourn by K. Withy, seconded by V. Hereniko. All approved the motion. Meeting adjourned at 6:05 pm.

Respectfully submitted by Kelley Withy  
Approved unanimously on October 24, 2016.