

EXECUTIVE COMMITTEE MEETING MINUTES

MEETING DATE: August 25, 2014 **1:30 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Ron Bontekoe - Chair	P	Bob Cooney – Vice Chair	P	Doug Vincent – Secretary	P	Interim Chancellor Robert Bley-Vroman	1:30 pm – 2:35 pm
David Ericson	P	Peter Garrod	P	Ashley Maynard	E		
Stacey Roberts	P	Carolyn Stephenson	P	Duane Stevens	P		
John Casken	P						
Rebecca Fraser - Staff	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order at by Chair Bontekoe at 1:30 pm
GUEST	Incoming Interim Chancellor Robert Bley-Vroman. Bley-Vroman said one of the first acts will be to establish a budget committee to both evaluate how we do budgeting and to make recommendations to him. He anticipates that the old way of budgeting i.e. “history + pleadings” will change. He expects members of the faculty to be active members of the committee and suggested that the Chair of the Senate Executive Committee and the Committee on Administration and Budget and perhaps a third member to be part of a committee that includes Deans/Directors and appropriate VCs. Changes in budgets will be made gradually and will eventually be tied to tuition revenue. The problem is that we flat/declining enrollments, the size of the pie isn’t getting larger. Tuition is demand driven. Hopes to develop a distribution model but it can’t be like the RTRF formula. Enlarging the pie means expanding enrollments. Enlarging the pie means R faculty writing more of their salaries into grant proposals. He will increase the functionality of the	The SEC thanked incoming Interim Chancellor Bley-Vroman and indicated a willingness to work with him going forward.

	<p>Enrollment Management Office to recruit more students. Dean's and Directors in past several years were not having annual budget meetings with the VC's. These will be reinstated.</p> <p>Bley-Vroman expects to have different relationships with the VC's.</p> <p>When asked if UH needs a Chancellor for UH Manoa, Bley-Vroman said yes. Needs to evaluate what kind of structure is needed. The President of the Higher Education System of Hawaii needs to chart of the higher education for the state. But for the Chancellor of UH Manoa, the power is not written in statute.</p> <p>Bley-Vroman produced a position description of a previous Chancellor search written together by the SEC, CAB and reviewed by the Interim Chancellor. The PD needs to be defined by the Manoa Faculty Senate.</p> <p>Bley-Vroman indications a willingness to include the members of the Faculty Senate in his evaluation. He emphasized that evaluation needs to include not only the Chancellor per se but the functioning of the Office of the Chancellor.</p>	
REVIEW OF MINUTES	<ol style="list-style-type: none"> 1. The minutes of August 18, 2014 SEC meeting had been circulated electronically before the meeting. 	<ol style="list-style-type: none"> 1. Motion to approve the minutes as amended, D. Ericson; second, S. Roberts. Passed unanimously.
CHAIR'S REPORT	<ol style="list-style-type: none"> 1. David Ericson, Carolyn Stephenson and John Casken are completing their service on the SEC, effective August 31, 2014. 2. In response to discussions with Bley-Vroman, the SEC discussed options and actions. Although time is short, the SEC needs to have some actions prepared for September 17, 2014 Senate meeting. We need to capture and review the themes and suggestions on the email discussion that erupted on the Manoa Faculty Congress list serve. 	<ol style="list-style-type: none"> 1. The Chair, on behalf of the SEC and the Senate, thanked David, Carolyn and John for their service to the faculty. 2. Doug will send the emails to Rebecca Fraser and she will sift through them and try to develop themes.

	<p>3. Once the MFS survey closes on Monday, August 25, 2014 at 7:00 pm, Doug will share the results with the rest of the Senate. A memo to the Congress will be sent on 8/26/2014 outlining the results of the survey and updating the Congress on the SEC's meeting with Bley-Vroman.</p>	<p>3. The SEC wrote a preliminary draft of the memo. Once the results are final, the results will be included in the memo, and the memo will be sent to the Congress, President Lassner, BOR Chair Moore, Chancellor Apple, Interim Chancellor Bley-Vroman, GSO, ASUH and members of the media.</p>
COMMITTEE REPORTS	<p>1. No committee reports</p>	<p>1. No actions taken.</p>
OLD BUSINESS	<p>1. MFS Staffing – Kristin's position closes September 4, 2014. Applications are being received.</p> <p>2. UHM Budget Reduction. [Issue 2.15] Since the committees are not yet active, the SEC needs to develop strategies to address the budget reduction and other governance issues.</p>	<p>1. Ron, Bob and Duane will review applications and decide whom to interview as soon as the position closes. .</p> <p>2. Due to no meeting on Monday, September 1, 2014, the SEC will meet on Wednesday, August 27, 2014 at 1:30 pm to discuss strategies.</p>
NEW BUSINESS	<p>1. Congress Listserv Setting</p> <p>2. Issues Index</p> <p>3. First Committee Meetings – Kristin sent out reminders to committees to complete the Doodle poll. It is hoped that first standing committees can meet during the first week of the September.</p> <p>4. Strategic Plan Committee Appointment -- since this committee is uncertain with the appointment of the new Interim Chancellor, no action will be taken until some certainty has been established. Roseanne Harrigan can no longer serve and needs to be</p>	<p>1. No action taken.</p> <p>2. No action taken</p> <p>3. Liaisons will wait for Doodle polls and then convene the first meetings of the standing committees. Chairs, Secretaries will be elected and a schedule for Fall Semester will be established.</p> <p>4. No action until we learn the fate of the SPC.</p>

	replaced.	
	5. General Education Vacancy: Apichai Tuanyok [O board}	5. No action taken.
	6. Senator Vacancy: Magdy Iskander [Engineering}	6. No action taken
	7. Graduate Council Vacancy: David Ciceron [Shidler College of Business]	7. No action taken
ADJOURNMENT	Due to the Labor Day holiday, the SEC will meet next on Wednesday, September 3, 2014, 2014 at 1:30 pm in HH 208.	Motion to adjourn made by J. Casken, second D. Ericson. All approved motion. Meeting adjourned at 4:30 p.m.

Respectfully submitted by Doug Vincent, SEC Secretary.
Approved unanimously on September 3, 2014.