

MANOA FACULTY SENATE

Executive Committee Meeting Minutes

Meeting Date: June 24, 2013

Location: Hawaii Hall 208

Attendance:

Senators		Senators		Staff		Administration	Time	Guests	Time
Bonnyjean Manini - Chair	P	David Ericson Vice -Chair	P	Kristin Herrick (Staff)	P	Chancellor Tom Apple		Todd Sammons, Faculty Director, General Education	2:30 – 3:35
John Casken Secretary (SEC)	P	Richard Chadwick Secretary (MFS)	P	Ka`iluani Kauhai	P	VCAA Reed Dasenbrock			
Tom Conway	E	Ian Pagano	E	*Ronald Bontekoe	P	VCAFO Kathy Cutshaw			
Carolyn Stephenson	P	*Stacey Roberts	P	*Douglas Vincent	E				
*Halina Zaleski	P								

*members elected to serve the 2013-2015 term

Subject	Discussion	Action/Strategy/Responsible Person/s
CALL TO ORDER		Meeting was called to order at 1:50 pm by Chair Manini.
APPROVAL OF MINUTES	Minutes of June 10, 2013 had been previously circulated electronically.	D. Erickson made a motion to approve the minutes as amended. Motion passed unanimously.

CHAIR'S REPORT	Discussion on the timeliness and extent of information to all faculty on the candidates for the position of Vice Chancellor for Research	H, Zaleski made a motion that the SEC express its grave concern to UH Manoa's administration on the lateness of information on the Vice Chancellor candidates and the lack of campus wide announcements. Motion passes unanimously. Members unanimously approved the memo (attached) that was to be hand-delivered to the Vice Chancellor for Research at the close of the SEC meeting.
VISITOR	Todd Sammons. Faculty Director of the General Education Program presented on the General Education Program. Discussion centered on the role of the committees and the staff as well as the role of the faculty directors of the Gen Ed Program and the Manoa Writing Program. Items included how the directors could be evaluated by the SEC.	<ol style="list-style-type: none"> 1. SEC members agreed that the final decisions on the faculty members for the Gen. Ed. Committees should be deferred. 2. SEC members agreed that it was critical to have appropriate data to evaluate the performance of the faculty directors. R. Chadwick made a motion that data should be available on the numbers of courses that were approved by the catalog deadline and then approved by the final deadline. Motion passed unanimously. 3. SEC members expressed concerns that the requests for designations for W-courses were not yet handled electronically.
OLD BUSINESS	Re-appointment of J. Henry as Faculty Director of the Manoa Writing Program at 0.5 FTE.	After discussion, J. Casken made a motion that the SEC should recommend the reappointment of J. Henry to be the Faculty Director of the Manoa Writing Program for a further three years. Motion passed by a vote of 6 to 1.
NEW BUSINESS	<ol style="list-style-type: none"> 1. Standing Committee Appointments. 2. SEC elections 3. Summer Meeting Schedule 	<ol style="list-style-type: none"> 1. H. Zaleski made a motion that the appointments to the Standing Committees should be confirmed. Motion approved unanimously. K. Herrick will follow up with senators. 2. SEC members agreed that SEC elections should be held on July 01, 2013. 3. Agreed that Senate meetings should be held on July 01, July 15 and July 29 with the understanding that if critical items arise further meeting may be necessary.

ADJOURNMENT		Motion to adjourn made by H. Zaleski. All approved. Meeting adjourned at 4:20 pm
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