

EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: February 6, 2017 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair	P	Ann Sakaguchi	P	Peter Mouginiis-Mark	P	VCAFO Kathy Cutshaw	3:00 pm - 4:00 pm
						Dir. Media Production - System Dan Meisenzahl	4:00 pm - 4:30 pm
						Dir. Comm & Outreach - System Kelli Trifonovitch	
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P				
Kelley Withy -- SEC Secretary	P	Sarita Rai -- MFS Secretary	P	John Kinder -- Staff, excused 5:40pm	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Butler at 2:03 PM
REVIEW OF MINUTES	1. The minutes of the January 30, 2017 meetings had been circulated electronically before the meeting.	1. Motion to approve the 1/30/2017 minutes as amended by J. Casken; seconded by K. Withy. Passed unanimously.
CHAIRS REPORT	1. Update on ACCFSC - SEC proposal.	1. S. Rai made motion to write a letter to the chair and co-chair of ACCFSC

	<ol style="list-style-type: none"> 2. CFPB dissolution - what should the new structure look like. Question of representation. 3. MFS Budget model not pure RCM but partial RCM or hybrid RCM 4. Meeting with i-VCAA Bruno - Feb. 17th 9 a.m. meeting with senate chairs and MFS committees. 5. Update 2017-18 MFS Election (J.Kinder) 6. Update UHMFS budget & student employment (J. Kinder) 	<p>with copy to the president objecting to ACCFSC current charter and bylaws as it appears to be a governance body and appears invalid. K. Withy seconded. Motion passed.</p> <ol style="list-style-type: none"> 2. J. Kinder to invite J. Gouvea to meet with SEC. 3. No action. 4. M. Butler will send invitation to college senates and MFS committee chairs. 5. Deferred to next meeting. 6. Deferred to next meeting.
ACTION ITEMS	<ol style="list-style-type: none"> 1. Liaison appointment to CAB. 2. General education letter 	<ol style="list-style-type: none"> 1. K. Withy moved and S. Rai seconded to appoint A. Sakaguchi as SEC liaison to CAB. 2. M. Butler will draft.
GUESTS	<p>Guest #1- VCAFO Kathy Cutshaw (3:00 pm)</p> <p>Update on budget. Working document. Budget projections more optimistic than actual for FY 2017. Enrollment declined and projected to continue decline until 2022. Information on enrollment management initiatives and tuition waivers. Sparc and Serg committees combined. Discussion of budget models.</p> <p>Guest #2: Dir. Dan Meisenzahl (4:00 pm)</p> <p>UH Crisis Communications for all 10 campuses. Focused on improving relationships with media. Increasing number of positive stories. Reorg plan is to create centralized communications. Need communications strategy and news platform. Share UH communications with UH first. Hawaii.edu now mobile friendly. Need to move Manoa over to that site.</p>	<ol style="list-style-type: none"> 1. Recommended Faculty Senate representation. 2. Information will be provided to SEC showing how budget looks with 75% stable G-fund allocation and the tuition return. 1. SEC requested list of college/unit media contacts so that SEC can promote proper sharing of successes so they can get in the media promptly.

	Discussed live streaming of BoR meetings, but they are too big.	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (AS) – Resolution drafted regarding the reorg proposal 2. CAPP (CSI) – Meets Feb. 8. Plan to have resolution on CES for next MFS meeting. 3. CFS (PMM) – No report. 4. COA (KW) – COA successful at meeting goals for the year; student athlete welfare, concussion policy and Athletics strategic plan. COIA will be attended, discussion of approval of COIA bylaws. David Matlin coming to next MFS meeting. No progress on faculty mentoring project. 5. COR (MB) – Visit from Brian Powell from CAPP to discuss an undergraduate research resolution. Discussed strategic planning for research and communications. 6. CPM (JC) – No report. 7. CSA (PMM) – Meets tomorrow. 8. GEC (SR) – Meeting cancelled. 9. MAC (SR) – No report. 10. UHPA (CSI) – At impasse as of Feb. 1. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken. 9. No action taken. 10. No action taken.
OLD BUSINESS		
NEW BUSINESS	<ol style="list-style-type: none"> 1. Review motion on college senates 2. Review Bylaws edits 3. MFS Agenda 4. SEC Agenda 5. MFS Newfield reception 6. Congress Listserv practices 	<ol style="list-style-type: none"> 1. Motion by J. Casken and seconded by S. Rai to support motion. Approved. 2. Recommendations developed for CAB. 3. MFS agenda developed. 4. SEC agenda developed 5. S. Rai will check on facility and make google sheet for what SEC will bring 6. Deferred to next meeting.
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on February 13, 2017.	Motion to adjourn by C. Sorensen, seconded by S. Rai. All approved

		the motion. Meeting adjourned at 6:02 pm.
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Respectfully submitted by Kelley Withy
Approved unanimously on February 13, 2017.