

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** September 21, 2015 1:30 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              | P | Erin Bantum<br>Kevin Cassel<br>Adrien Franke | All guests<br>2:30 pm –<br>4:40 pm |
| Marguerite Butler -<br>Vice Chair | P | Ashley Maynard   | E | John Kinder -<br>Staff | P |  |                                    |
| Kelley Withy - SEC<br>Secretary   | P | Sarita Rai       | P |                        |   | Dean<br>Hedges                               | 2:50 pm –<br>4:35 pm               |

| SUBJECT                        | CONTEXT  | ACTION / STRATEGY /<br>RESPONSIBLE PERSON  |
|--------------------------------|--|--|
| <b>CALL TO ORDER</b>           |  | Meeting was called to order by<br>Chair Bob Cooney at 2:47 pm.   |
| <b>REVIEW OF MINUTES</b>       | The minutes of September 14, 2015 SEC meeting had been circulated electronically before the meeting.   | 1. Motion by to approve the minutes as amended M. Butler; second by S. Rai. Passed unanimously.  |
| <b>CHAIR'S REPORT</b>          | 1. Faculty request for code of conduct<br>2. BOR meeting follow up<br><br>3. Discussion of Executive Policy EP5.XXX Memo on small programs.<br>4. Campus fee committee.<br><br>5. 5% reduction of RTRF (System taking 30%) | 1. Referred to CPM.<br>2. Will have list of monthly items for BOR discussion and agree on BOR testimony.<br>3. J. Kinder will send SEC referral to CAPP.<br>4. Chair Cooney to attend campus fee committee.<br>5. Send to COR, and VP Young for clarification of RTRF reduction. |
| <b>ACTION ITEMS</b>            |  |  |
| <b>ADDITIONS TO THE AGENDA</b> | None   |  |
| <b>GUESTS</b>                  | Discussion with UHCC Faculty Senate leadership.<br>Description of P30 grant, faculty concerns discussed.<br>Dean Hedges discussed reorganization process, NCI P30 designation, finances, and missions.                     | 1. No action taken.  |

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|--------------------------|---|--|
| <b>COMMITTEE REPORTS</b> | MAC   | 1. CFS needs to nominate 3 faculty members from A&S to serve on MAC. B. Manini will reach out to the CFS Chair to help find additional A&S faculty.                              |
| <b>OLD BUSINESS</b>      | 1. Research UHM administration cost data- past 20 years.  | 1. Jeff to review and report to SEC  |
| <b>NEW BUSINESS</b>      | 1. UHM reduction of classroom space discussion.<br>2. Reorg discussion for Manoa administration E/M positions.<br>3. Agenda for SEC next meeting September 28, 2015. Decided to move meeting to 2pm.<br>4. October 3rd, Hawaii 5-0 to film in HH 208. | 1. M. Butler to forward past resolution to CAPP for review.<br>2. No action taken.<br>3. Discuss top five SEC items for us to address this year; budget task force.<br>4. Noted. |
| <b>ADJOURNMENT</b>       | The next meeting of the Senate Executive Committee will be September 28, 2015.  | Motion to adjourn by K. Withy; seconded by S. Rai. All approved the motion. Meeting adjourned at 5:37 pm.  |

Respectfully submitted by Kelley Withy, SEC Secretary  
 Approved unanimously on September 28, 2015.