

**FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: August 1, 2011

ATTENDANCE:

Susan Hippensteele	E	Bonnyjean Manini	X	Kristin Herrick, Staff	X	Chancellor Hinshaw	Elmer Ka'ai
Richard Chadwick	X	Thomas Conway	X			VCRGE Ostrander	
Shirley Daniel	E	Ian Pagano	X			VCAA Dasenbrock	
Halina Zaleski (Chair)	X					VCSA Hernandez	
Lilikala Kame'eiehiwa	X					VCAFO Cutshaw	
Martin Rayner	X						
Robert Cooney	X						

SUBJECT	DISCUSSION	ACTION
CALL TO ORDER	15:03	
ANNOUNCEMENTS	None.	
CHAIR'S REPORT	None.	
ADMIN REPORT	<p>Kuali team has asked to use Hawaii Hall 208. The SEC was amenable to this, but agreed that priority needed to be given to MFS committees.</p> <p>University Research Council appointments from Gary Ostrander. Asked if SEC or CFS should be part of the process. Asked what the Research Council does. Answered that Research Council decides travel, teaching, and research awards. Asked if Research Council members are faculty representatives. One SEC member had served and felt that the faculty had an independent voice. Commented that university-wide committees need faculty input. Commented that there needs to be follow-up with Gary Ostrander.</p> <p>SEC / Admin Retreat will be held October 12, 1:00–5:00 PM. The Chair suggested the meeting be held in Agricultural Sciences 219, which holds 30 people.</p>	<p><i>KH will inform Kuali</i></p> <p><i>KH will try to reserve the room</i></p>

SEC minutes of July 11, 2011

SUBJECT	DISCUSSION	ACTION
	<p>Committee meeting introductions were discussed. Noted that faculty will be on duty August 15. Noted that committees have been updated on the senate website and the Doodle polls.</p> <p>Ian Pagano gave committee membership updates. Adam Pang (non-A&S faculty member, non-senator) has agreed to serve a one-year term on MAC. Benito Quintana (LLL) has agreed to replace Kathryn Davis on MFS. Marie-Christine Garneau (LLL faculty member) has agreed to serve a three-year term on Graduate Council. A faculty member has been contacted to fill a CSA vacancy. A motion to confirm Pang, Quintana, and Garneau passed unanimously.</p> <p>I Clickers for Senate meetings. \$4000-\$5000 for 100. A receiver is also needed. Advantages were discussed — speed, accuracy. Disadvantages were discussed — keeping track of them. It was suggested that a sign-out sheet is needed. Asked if SEC should keep track of how each senator voted. Noted that it had not been done this way in the past. Commented that constituencies need to know how their representatives voted. Asked if a secret ballot is possible. Answered, yes.</p> <p>Noted that the current and former SEC chairs should attend the ACCFSC meeting.</p> <p>Asked if an SEC member should attend the Chancellor's Welcome Reception for new faculty. Asked if SEC Chair will speak about the senate and faculty governance.</p>	<p><i>KH will send draft introduction letter to SEC.</i></p> <p><i>KH will check with VCAFO Cutshaw regarding budget.</i></p>
MINUTES	The SEC voted unanimously to approve the 07/25/2011 minutes as amended.	<i>KH will post the minutes to the web.</i>
OLD BUSINESS <ul style="list-style-type: none"> ➤ OFFICER ELECTIONS ➤ LENGTH OF SENATE TERMS 	<p>Robert Cooney was unanimously elected Chair. Bonnyjean Manini was unanimously elected Vice Chair. Lilikala Kame‘eleihiwa was unanimously elected SEC Secretary. Richard Chadwick was unanimously elected Senate Secretary.</p> <p>Noted that this is on the list of charges for CFS. Expressed that two years is too short, because the senate needs more people with experience. Fast turnover removes the most experienced senators. It was seconded that a longer term is better. Asked if there should still be a two consecutive term limit.</p>	

SEC minutes of August 1, 2011

SUBJECT	DISCUSSION	ACTION
<p>➤ JOINT SEC / UHPA COMMITTEE</p> <p>➤ COMPOSITION OF DPCs</p>	<p>Commented that senators remaining for too long are also a problem. Commented that there needs to be a balance between new ideas and continuity. Commented that this also applies to standing committees. Noted that it's possible for a member to leave the senate, but remain on a standing committee as faculty member. Agreed that the CFS liaison needs to bring these issues to CFS. The charge was re-written to include the issues discussed, and unanimously approved.</p> <p>Noted that Article V of the Senate Bylaws requires this interaction. Expressed that senate officers should work on this committee in a role similar to a liaison. A motion to make the whole SEC on the committee was unanimously approved.</p> <p>Agreed that CPM will be charged to examine the selection process of DPC members. This charge will include:</p> <ol style="list-style-type: none"> 1. Checking the current DPC requirements under BOR and UHPA. 2. Reviewing the rank and tenure status requirements for the DPC members. 3. Reviewing the policies for when there are not enough faculty in the unit to serve on the DPC. 4. Assessing what happens if the policies are not followed. 5. Reviewing the procedure for amendments to the DPC guidelines. <p>A motion to charge CPM with this task was unanimously approved</p>	<p><i>KH will add this to CPM's charges.</i></p>
<p>NEW BUSINESS</p> <p>➤ SENATE SUBMISSION FORMS</p> <p>➤ RULES OF ORDER</p>	<p>Noted that the distinction between a motion and a resolution is sometimes confusing for senators. Noted that resolutions go to the Chancellor, the President, and the BOR. A motion only goes to the appropriate administrator. Expressed that the submission forms help to make resolutions and motions consistent. The forms were unanimously approved.</p> <p>The reorganization checklist was discussed. Noted that comments are needed, and not just a numbers checklist. Noted that not necessarily all questions need comments, however. Noted that a reorg will happen soon in VCS office. Agreed to table the discussion until next time.</p> <p>Guides, election contractors, and liaisons will be also be tabled until next meeting.</p> <p>Noted that senate practice is not always consistent with senate rules. Agreed that revisions are needed. A motion was unanimously passed that both CAB and SEC will be charged with revising the Rules of Order.</p>	<p><i>KH will add this to the committee charges.</i></p>
<p>ADJOURNMENT</p>	<p>Meeting adjourned at 17:25.</p>	

