

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **February 5, 2018** **2:00 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine, Chair	P	David Duffy, Vice-Chair	P			iChancellor David Lassner	3:00 PM- 4:00 PM
Douglas Vincent, SEC Secretary	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair C. Sorensen Irvine at 2:02 PM.
APPROVE AGENDA		
REVIEW OF MINUTES	1. The minutes of the January 29, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by B. Powell to approve the January 29, 2018 minutes; seconded by S. Roberts. Approved unanimously.
CHAIR'S REPORT	1. Update on Chair meeting with iChancellor David Lassner. Postponed to Friday, Feb. 9. 2. Design Team Update - reviewed process and notes. Recombining the Chancellor and President might be the plan to go forward. D. Lassner will meet with CAB on February 8, 2018. Design team seems to be unanimous on recombining. There is still a Provost and Executive Vice President. Forget the current organizational structure and talk about the individual pieces and functions; eliminated all discussion about current position names and reporting lines and focused on how they function. Put like functions together. Still a work in progress. Transactional activities are	1. Meeting to be rescheduled until Friday at 3:00 pm. 2. SEC will continue to monitor.

	<p>being kept together. Global engagement, Research and Scholarship, Faculty Excellence and Success, Campus Climate, Diversity and Opportunity, Enrollment Management, Student Success, Undergraduate Clusters, Student Affairs, Campus Services, Academic Program Support, Provost Support. Dean's and Directors would report to the Provost. Not sure about Outreach College, UH Press, Lyon Arboretum, Aquarium. Still pressure to monetize land. Discouraging using current titles. Still committed to no additional administrative E/M positions.</p> <p>3. Update on UHMFS Budget item. (J. Kinder) Having disagreements with chancellor's fiscal office with issues with mat purchases made to protect the table.</p> <p>4. Update on Bylaws vote. J. Kinder met with vendor to discuss congress election; currently reviewing election system procedures. Trying to figure out how to do the election system for the Congress vote for the bylaws.</p> <p>5. Update on annual Congress file from UHM ITS. (J. Kinder) Have received a file for the faculty Congress.</p> <p>6. Update on SEC and Congress guest speakers (J. Kinder). Lassner today, Cutshaw on 12th, Bruno on 26th; External review team and GEC is coming on the 26th. M. Bruno will speak to the faculty Congress on March 21, 2018. Waiting for Lori Ideta.</p>	<p>3. Ask D. Lassner today.</p> <p>4. It appears that the vote might be finished. Will do a dry run on the system.</p> <p>5. John is building the file for the MFS election.</p> <p>6. No action.</p>
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ACTION ITEMS	<ol style="list-style-type: none"> 1. CFS recommends (by unanimous e-vote in support) that newly appointed Senator D. Brent Edwards (COE) be assigned to the Committee on Academic Policy and Planning (CAPP). 	<ol style="list-style-type: none"> 1. Motion by B.Powell to appoint Senator Brent Edwards to CAPP; seconded by S. Roberts. Approved unanimously.
GUEST #1	<p>iChancellor David Lassner (3:00 PM - 4:00 PM)</p> <p>Suggestions on how to resolve the issue regarding the use of protective mats for the MFS Table. D. Lassner will follow up.</p> <p>Cancer Center Site Visit -- SEC thanked President Lassner for his well-received presentation at the Cancer Center..</p> <p>Course Repeat Policy -- system group are reviewing the repeat policy. A common course repeat policy is being developed. SEC reminded Lassner that this is a curricular policy and faculty need to be driving the conversation. ACCFSC is also concerned about it. Need to articulate what problems are you trying to solve. Debbie Halbert will respond.</p> <p>Course Evaluation System (CES) -- asking campus administrators to get an update on where each campus is on the CES. ACCFSC discussed at last meeting and on many campuses this is done.</p> <p>LMS -- implement a new learning management system (LMS), in 2019? D. Lassner does not think so but will follow up.</p> <p>Veteran's Opportunity Program -- UHM is not involved. Why? It's a curricular issue. It's a one-way join and you have to accept all credits. S. Roberts is investigating. It would be attractive to military personnel but it's a difficult curricular decision; need to agree with the curricular activities.</p>	<ol style="list-style-type: none"> 1. The SEC thanked iChancellor David Lassner for his time.

	<p>Online courses -- need support, technical expertise for online courses. DCDC in COE manages developing courses. Limited will by Departments and Deans have hindered the development. Few Arts and Sciences have online degrees. Penetration by West Oahu and Maui College. Intellectual Property rights is an issue with UHPA. Discussion about if UH faculty would embrace openness with instructional materials. Institutional commitment has been more toward online degree programs as opposed to putting courses online. We prefer to have hybrid-distance courses. Faculty need time and resources to develop online courses. Outreach to state and the Pacific Islands.</p> <p>Reorganization -- David shared information regarding the combined vs separate Chancellor and President positions. Manoa has never made having separate positions work. Distributed handout showing Chancellors and Presidents since the 1970s. Recombining the positions -- have to go to BOR. Despite WICHE report. 1) What's the job of the Chancellor versus that of the President? No easy answer. 2) Evidence that no one has ever made it work when they were separate. 3) Can we save money by reducing duplication. He doesn't want to reorganize Manoa and the System at the same time. Will have conversation with CAB, about reorganization. Looking at grouping by function as opposed to hierarchy. Deans and Directors report to Provost.</p> <p>Reorganize Manoa first and then bring in the system components. Need groups to weigh in. Want feedback. Some level of support at the BOR -- nuances about title is important. President is the head at the flag ship and not Chancellor, implied and not explicit. Provokes conflict with two titles, instead of unity. Need progress, stability and civility. Process would include a working assumption -- not going to two versions -- will go down a single path. Develop a chart for Manoa and move forward. Evaluate over time. Still be ongoing reorganizations going forward.</p>	

COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (DV) – No report. Next meeting is scheduled on February 8, 2018. CAB will meet with iChancellor David Lassner. 2. CAPP (BP) –No report. Next meeting is scheduled on February 14, 2018. 3. CFS (GW) – Subcommittee met with Holm Smidt to discuss the election system. Most things related to the election, to do things in compliance with the Rules of Order. CFS will meet and discuss the proposed changes in voting with MFS SEC 4. COA (BP) – COR had a meeting on February 1st. Discussion of student athlete travel, with the discussion with faculty mentoring.. Next meeting is scheduled on March 1st. 5. COR (DD) – No Report. Next meeting is scheduled on February. 6th. 6. CPM (JC) – CPM had a meeting on February 2nd. The SEC draft memo regarding the AP 12.304 (conflicts of interest regarding extramurally funded activities) was circulated and members are looking forward to hearing the response from the OVPRI. Safety of Minors Protocol: this has gone back to Hae Okimoto as the proposed changes need to be reviewed by the UH System’s legal office. CPM Chair will follow up with Okimoto’s Office. Allow enough time for faculty input and consultation. Two CPM members expressed concern about the use of the Congress list serve for faculty announcements that have been cleared by the SEC. A senator had contacted Chair Robertson about faculty to faculty and administrator to administrator abuse of power. The CPM will invite the UHM “Whistleblower Administrator” to their next meeting. 7. CSA (JC) – No report. Next meeting is scheduled on February 14th. Will discuss the LMS. Co-Chair for Spring Semester is on medical leave. CSA needs to find a Chair. 	<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. SEC discussed issue of using the Congress listserv for approved items by the SEC. The SEC decided that they will continue to use the Congress list serv on a case by case basis. 7. No action.
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	<p>8. GEC (SR) - GEC had a meeting on February 2nd. Bebi Davis, who completed her dissertation at UHM in 2014 met with the committee to share her findings and their implications for lower level FQ courses, such as Math 100. She did an analysis of the developmental math programs and student achievement at all of the Community Colleges in Hawaii, as well as Maui College. Her major findings were that student achievement was higher in summer sessions, and that the amount and quality of feedback students receive from instructors is correlated with improved student success. Next meeting is scheduled on February 16th.</p> <p>9. CEE (CSI) – No report. Next meeting is schedule on February 22nd.</p> <p>10. UHPA (GW) – No report. Faculty forum on February 24, 2018. Tracking bills in the legislature.</p>	<p>8. No action taken.</p> <p>9. No action taken.</p> <p>10. No action taken.</p>
UNFINISHED BUSINESS	<p>1. Feedback on the Learning Management System (LMS) - J. Casken</p>	<p>1. Clarify decision with System</p>
BUSINESS	<p>1. Repeated Course Policy</p> <p>2. Congress Listserv usage - On 2/2/2018 CPM unanimous recommendation to change the Congress Listserv practice use for ONLY official Congress business.</p>	<p>1. SEC conveyed concerns to UH administration regarding common repeating courses policy.</p> <p>2. SEC discussed CPM's concerns and decided to take no action at this time.</p>
ADJOURNMENT	<p>The next meeting of the Senate Executive Committee will be on February 12, 2018.</p>	<p>Motion to adjourn by D. Vincent; seconded by J. Casken Passed unanimously. Meeting adjourned at 4:38 PM.</p>

Respectfully submitted by Douglas Vincent, Secretary
Approved unanimously on February 12, 2018.