

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** March 13, 2017 2:00 pm  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair	P	Peter Mouginis-Mark	P			David Chin CAB member	2:00 pm - 2:45 pm
						Robert Cooney CAB member	2:00 pm - 4:00 pm
						Joel Moffett, ACM faculty	4:10 pm - 5:10 pm
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P				
Kelley Withy -- SEC Secretary	P	Sarita Rai -- MFS Secretary- Excused at 4:15 pm	P	John Kinder -- Staff	E		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Butler at 2:02 PM
<b>REVIEW OF MINUTES</b>	1. The minutes of the March 6, 2017 meetings had been circulated electronically before the meeting.	1. Motion to approve the 3/6/2017 minutes as amended by C. Sorensen Irvine; seconded by S. Rai. Passed with one abstention..
<b>CHAIRS REPORT</b>	1. Meeting with iVCAA M. Bruno Discussed budget retreat and GEC/GEO. Outsourced study of research at UHM beginning in April. 2. Help with budget models 3. Academy for Creative Media (ACM). Still need for production facilities in order to conduct	1. No action. 2. Will discuss possible sub-committee with CAB. 3. SEC will review the ACM drafted resolution.

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	<p>scholarly activities.</p> <p>4. SEC resignation</p> <p>5. Conflict of interest complaint</p>	<p>4. Chair to send referral to CFS due to resignation of Ann Sakaguchi's SEC seat replacement.</p> <p>5. M. Butler to request status update from VPRI.</p>
<b>ACTION ITEMS</b>	<p>1. NA</p>	<p>1. No action.</p>
<b>GUESTS</b>	<p>David Chin &amp; Robert Cooney (2:00 pm)</p> <p>Discussion of budget model. Data recently obtained from K. Cutshaw to enable population of budget models. R. Cooney is populating a simplified model and D. Chin is populating MFS model. K. Cutshaw was asked to populate administration model. R. Cooney explained how he was working on the model. Set average salaries for faculty, APT, clerical, and EM and calculated G funds based on 75%. Compared to G funds historically and found basically close. D. Chin populating MFS model (supported by 90% of MFS). Missing information on graduate tuition and space allocations. Need to finish populating models, review and come up with recommendations.</p> <p>K. Withy - suggested call for committee inclusive of faculty, chairs, administrators, students to review facilities and budget. M. Butler says need information, need models populated and reviewed and then distribute information.</p> <p>Need for budget transparency at college level and up.</p> <p>Suggest ad hoc committee to continue budget efforts. Perhaps 5 members.</p> <p>Joel Moffett, Assoc. Prof. (ACM) (4:15 PM)</p> <p>Past 13 years ACM has been guaranteed move to PBS building approved by R. Bley-Vroman and Campus Facilities Planning Board and President M. Greenwood</p>	<p>1. Discuss with CAB</p>

	<p>(minutes). PBS moved out Spring 2016. R. Dasenbrock indicated needed \$3 to \$4 million for renovations. J. Gouvea then indicated they were re-evaluating in Fall 2106.</p> <p>Meeting in Feb 2017 said will not be moving into facility. No response from D. Lassner to request for meeting. Submitted bill to legislature that passed Senate higher education committee but did not cross over. Went to BOR and testified. No facility like KHET in Hawaii. Without the facilities there would have to be changes to the program.</p> <p>Unable to train students to work in most common work settings for media production. Also threat to move program to West Oahu.</p> <p>Difference in programs. UHM is film school for screen. Nothing for computer. UHWO more multimedia and web content. New facility will not provide needed access.</p> <p>Requesting statement of support from MFS. Consultation with interim chancellor on meeting facilities requirements for your program. Need for shared governance for ACM system and taskforce to develop future plans.</p> <p>Potential resolution challenging academic programs created at system office (STEM, ACM, Sustainability).</p>	
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<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB (TBD) – Discussed Bylaws suggestions. Talked with D. Lassner about restructuring and possibly combining units. Approved VPRI reorganization with reservations. Concern with STEM &amp; ACM &amp; Sustainability being in his office.</li> <li>2. CAPP (CSI) – meeting canceled - no quorum</li> <li>3. CFS (PMM) – meets Wednesday.</li> <li>4. COA (KW) – no meeting. Expect resolution for April for COI rep to be elected for 3 year term and define the role.</li> <li>5. COR (MB) – No report.</li> <li>6. CPM (JC) – No report.</li> <li>7. CSA (PMM) – Resolution recognizing Kokua for April meeting. Discussion on how to increase student safety on campus. Opted not to address retention.</li> <li>8. GEC (SR) – Approved courses. governance subcommittee still working. Looking at different types of general education programs and survey development. Assessment data from M. Stitt-Berge.</li> <li>9. MAC (SR) – No report.</li> <li>10. UHPA (CSI) – campus center meeting April 7, 9-10:30 am on collective bargaining.</li> </ol>	<ol style="list-style-type: none"> <li>1. M. Butler to talk to D. Lassner re ACM. S. Rai to become CAB liaison following SEC resignation.</li> <li>2. No action taken.</li> <li>3. P. M.M. will let them know about resignation and request guidance. Also discuss checking constituent lists and election process.</li> <li>4. No action taken.</li> <li>5. No action taken.</li> <li>6. V. Hereniko request to move from CPM to another committee due to time conflict.</li> <li>7. No action taken.</li> <li>8. C. Sorensen Irvine will be new liaison.</li> <li>9. No action taken.</li> <li>10. No action taken.</li> </ol>
<b>OLD BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Finalize 3/15 Senate &amp; Congress agendas</li> <li>2. Update on MFS 2017-18 Pre-election (J. Kinder)</li> <li>3. Update on MFS Office budget (J. Kinder)</li> </ol>	<ol style="list-style-type: none"> <li>1. Approved.</li> <li>2. Reported</li> <li>3. Reported.</li> </ol>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Prepare 3/20 SEC agenda</li> </ol>	<ol style="list-style-type: none"> <li>1. Agenda reviewed.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on March 20, 2017.	Motion to adjourn by K. Withy, seconded by S. Rai. All approved the motion. Meeting adjourned at 5:38 pm.

Respectfully submitted by Kelley Withy  
Approved unanimously on March 20, 2017.