

Faculty Senate
Executive Committee
Meeting Minutes

Meeting Date: October 25, 2010

Attendance:

Susan Hippensteele (Chair)	X		Chancellor Hinshaw	Greg Takayama	Others:
Lilikala	X	Martin Rayner	X	VCGRE Ostrander	
Shirley Daniel	X	Halina Zaleski	X	VCAA Dasenbrock	
Rosanne Harrigan	X	David Duffy	X	VCSA Hernandez	

Subject	Discussion	Action/Strategy
Call to order	Meeting convened at 3:05 p.m. in HH208	
Minutes of prior meetings	Minutes of the October 18 meeting were approved as corrected.	
Chair's Report	No meetings to report; Chancellor Hinshaw unable to meet today so Hippensteele is attempting to schedule a meeting with SEC during the next week to discuss benchmarking for the strategic plan. Hippensteele will notify SEC members of the date/time when she hears back from the Chancellor's office.	
Old Business: Committee Charges and SEC Liaison roles	<p>Hippensteele expressed thanks for the feedback on the Assessment policy, which was conveyed to the MAC chair.</p> <p>There was an issue with CAB addressing the international education structure, and preparing a resolution without the SEC's knowledge, which was problematic as we had discussed the organization of the international office with the VCAA. It took some time to track down the rumor and figure out what was going on.</p> <p>The issue of communication and coordination of committees was discussed. Hippensteele sent a note to all the committee chairs asking for them to communicate with the SEC relative to any resolutions they initiate.</p> <p>A senator had expressed concern about mass emails sent out by individual senators to the other senators rather than through the committee channels. The issue of listserve access and protocols of communications outside of senate meetings was discussed.</p> <p>The SEC discussed whether SEC members should advocate on specific issues</p>	We will investigate having clickers available on a regular basis for meeting votes.

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	<p>during Senate meetings, and whether they should be speaking on behalf of the SEC or their constituencies. There was also a discussion about whether the SEC should vote on issues to have an official position of the SEC prior to a vote of the full Senate.</p> <p>A suggestion was made to move to an electronic voting systems (such as clickers). This would provide for secret voting to help take pressure off of senators who might feel vulnerable about taking a position on an issue.</p> <p>With regard to whether the SEC should take a position on issues that come before the senate. There may be some issues the SEC believes require an expressed position prior to a vote from the Senate but SEC members agreed that in most cases, it is appropriate for the SEC to take and represent the position of the full Senate as its' position only after a vote on a matter has been taken.</p> <p>It was agreed that individual SEC members should feel free to speak on behalf of the constituencies that they were elected to represent. However, they should clarify that they are not representing the SEC on issues on which the SEC has not yet taken a position.</p>	
Old Business: International Education Organization and Committee Representatives	<p>There is a continuing debate among various administrative units that handle administrative aspects of international programs about how they should be organized. Since there are problems with the operational effectiveness of the current structure, there is some urgency to looking at organizational/structural issues.</p> <p>The SEC agreed that the administration's appointment of Ned Shultz to head up international programs, as was previously agreed, is the first step to address these issues. The reinstatement of a representative body such as the MIEC is also recommended. This group can do some fact finding in the meantime while the UHM Strategic Plan is being updated. Once the strategic plan is finished, the structure of support units for international programs can be addressed.</p>	
RTRF	A discussion of the general policies regarding RTRF was held. A discussion of how indirect cost rates are determined and priorities for the use of RTRF should be included in the budget workshop planned.	
New Business: APT interview review	The SEC determined the next steps to check references for the APT candidates.	Hippensteele to ctc references
New Business: Committee Reports	<p>CAB did not have a quorum, but spent its time discussing its future efforts. They may address cleaning up the Senate bylaws. They are also considering how best to address FO policies. They may also develop a process for review of centers on campus and marine lab facilities.</p> <p>CoA and CoS have been meeting once a month. MAC will meet this week.</p>	

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	CPM is charged with the evaluation of administrators. It was recommended that the committee get information from UHH and perhaps CTAHR to start discussing potential models.	
New Business: CPM Fellowship report	CPM has provided suggestions to the Administration regarding the proposed policy on fellowships. The SEC agreed these suggestions should be transmitted to the VCAA to consider in forming his final policy. Assuming the VCAA revises the policy, it can be brought before the Senate at the next meeting.	
	The meeting adjourned at 5 p.m.	