

EXECUTIVE COMMITTEE

MEETING MINUTES

MEETING DATE: October 6, 2014 **1:30 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

| MEMBERS | | MEMBERS | | MEMBERS | | GUESTS | TIME |
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| Ron Bontekoe - Chair | P | Bob Cooney – Vice Chair | P | Doug Vincent – Secretary | P | David Ericson, FAR | 1:40 pm – 1:50 pm |
| Duane Stevens | P | Peter Garrod | P | Ashley Maynard | P | Vice Chancellor for Academic Affairs Reed Dasenbrock | 2:00 pm – 3:00 pm |
| Stacey Roberts | E | | | | | | |
| Rebecca Fraser - Staff | P | | | | | | |

| SUBJECT | CONTEXT | ACTION / STRATEGY / RESPONSIBLE PERSON |
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| CALL TO ORDER | | Meeting was called to order by Chair Bontekoe at 1:30 pm |
| REVIEW OF MINUTES | 1. The minutes of September 29, 2014 SEC meeting had been circulated electronically before the meeting. | 1. Motion to approve the minutes as amended by P. Garrod; second by A. Maynard. Passed unanimously. |
| CHAIRS REPORT | 1. | 1. |
| GUESTS | David Ericson, FAR 1. Update on the Strategic Planning Process. David Ericson remains co-Chair of the Strategic Planning Committee. VCAA Dasenbrock is now the co-Chair of the SPC. The committee will now work toward the implementation phase. A 2013-2014 report about Achieving Our Destiny, dated September 11, 2014 has been produced. Susan Hippensteele will no longer be coordinator of the Strategic Plan but will remain to work on the Business and Operational Practices Working Groups. Since the SPC will continue to operate, the | 1. The SEC thanked David Ericson for his time and candor. Duane Stevens was nominated to replace Roseanne Harrigan on the SPC. Motion, P. Garrod, Second, A. Maynard. Unanimous approval. |

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| | <p>SEC needs to name a replacement member to the SPC for Roseanne Harrigan.</p> <p>Vice Chancellor for Academic Affairs Reed Dasenbrock 2:00 pm – 3:00 pm</p> <ol style="list-style-type: none"> 1. Policy Regarding Non-Tenure Track Faculty. VCAA Dasenbrock stated to his knowledge that there is no formal policy or plan about hiring of tenure-track or non-tenure track faculty positions. Decisions regarding hiring tenure track or non-tenure track faculty is the responsibility of deans and directors. Under the current budgetary constraints, decisions about whom or whether to hire faculty is driven more by budgets than by policy. While this may be an important discussion to have, the VCAA is hesitant to engage with the Senate until clear guidelines are established between the roles of the senates and UHPA are worked out. 2. Faculty Vitality Policy Executive Policy E9.201 The VCAA admitted that he knew nothing about the policy but a member of his staff brought it to his attention last week. The Faculty and Staff Renewal and Vitality Directive (dated October 2013) was originally Executive Policy E.9.201 dated September 1976. The policy was raised by 2014-2015 AY Committee on Professional Matters VCAA Dasenbrock suggested that while addressing this may involve an important conversation with the Senate, it was not urgent, given the current budgetary constraints. 3. Status of the Strategic Planning Process. VCAA Dasenbrock updated the SEC on the Strategic Planning Process. Dasenbrock will co-chair with David Ericson, the Strategic Planning Committee, but Dasenbrock views his role as a “coordinator”. Dasenbrock has met with two of the working groups, i.e. Engaged Learning Working Group and the Instructional Innovation Working Group to tell them to keep going. Achieving our Destiny should be moving into the implementation phase, in | <ol style="list-style-type: none"> 1. No action taken 2. No action taken 3. No action taken |
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| | <p>anticipation of the next strategic plan. The VCAA indicated that next plan should be working toward a 2021 date that coincides with the next WASC visit. The new plan should align itself with the UH system strategic plan and with the changes in the WASC requirements.</p> <p>VCAA Dasenbrock was asked about his opinion of community colleges accepting credit for “life experiences.” Should these students receive the “AA” degree from community colleges and then be admitted into UHM, should the credits earned due to life experience be included in the total credits required to graduate from UHM? Dasenbrock indicated that he is not in favor of academic credit for life experience but would have to look into whether these earned credits would be included in the 120 credits for graduation.</p> <p>4. Transition for units transferred from VCR oversight to VCAA oversight (e.g. Graduate Education). Dasenbrock described the movement of Graduate Education into the VCAA as making sense. Having worked with the new Dean of Graduate Education Krystyna Aune in the VCAA’s office the transition is going smoothly. Dasenbrock cautioned that WASC will be paying greater attention to graduate programs at the next visit.</p> <p>5. What was the directive to deans and directors regarding carryover funds for the next fiscal year? Is there a 3% “tax” on units for staying in the “black?” Dasenbrock indicated that the units under the VCAA were directed to maintain the same carryover balance as of June 2015 as they had at June 2014. The units that ended in red included LLL, Natural Sciences, Engineering, Shidler, SPAS, and Nursing. Most of these units have plans in place to end the year in the black. The exceptions are Shidler and Nursing. There was no tax per se but some units are being asked to operate on 97% of their FY2014 budget.</p> | <p>The SEC has referred this issue to the Committee on Academic Program and Planning (CAPP) as Issue 4.15</p> <p>4. No action needed.</p> <p>5. No action needed.</p> <p>The SEC thanked VCAA Dasenbrock for his time.</p> |
| COMMITTEE REPORTS | 1. CAPP has met. | 1. No action taken. |

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| | <p>COA has met. COA requests that Athletics Director Ben Jay be invited to the Manoa Faculty Senate Meeting in February 2015. It was noted by COA that when BOR summons the Athletics Director, that the Interim Chancellor should represent UHM, not subordinate members of the Manoa administration.</p> <p>2. No other committee reports.</p> | <p>2. An invitation will be sent to Athletics Director Ben Jay to present at the MFS meeting in February 2015. Regarding the latter issue, COA should develop a resolution to remind the BOR that the Chancellor should be representing UHM interests, not subordinate members of the Manoa administration.</p> <p>3. No action needed.</p> |
| OLD BUSINESS | <p>1. Update on Senate Vacancies (Volunteers)</p> <ul style="list-style-type: none"> a. CTAHR - <i>Soojin Jun, Robert Paull</i> b. Engineering - <i>Magdy Iskander</i> c. Library Services - <i>none</i> d. ORU - <i>Ian Pagano, Unhee Lim</i> e. SOEST - <i>Robert Dunn</i> | <p>1. The SEC directed the CFS to conduct special elections for units with more than one volunteer (CTAHR, ORU).</p> <p>2. B. Cooney moved to appoint Magdy Iskander from Engineering and Robert Dunn from SOEST to fill vacancies on the Manoa Faculty Senate. Second, D. Vincent. Passed unanimously. R. Fraser will inform the appointees by email.</p> |
| NEW BUSINESS | <p>1. Draft Description of the Faculty Administrator of the General Education Office. The SEC reviewed and edited the draft position description for the Faculty Administrator of the UHM General Education Office.</p> <p>2. Board of Regents Nominees. It was suggested a faculty member that the SEC weigh in on the lists of nominees for the four vacancies on the UH Board of Regents. At the time of the request, the Governor had not selected his choices for the BoR. He has now, so there is no need to provide input.</p> <p>3. Nominations for the Athletics Advisory Board. There are currently five faculty vacancies on the UH Athletics Advisory Board. Interim Chancellor Robert Bley-Vroman through memorandum has</p> | <p>1. The edited version was provided to GEC Liaison P. Garrod for further review by the sub-committee [Garrod, Roberts, C. Stephenson (CAPP Chair)] and the GEC.</p> <p>2. No action taken.</p> <p>3. The SEC referred the item to the MFS Committee on Athletics.</p> |

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| | <p>requested a list of at least eight names for consideration for the position. .</p> <p>4. Prior Learning Assessment Policy of Community Colleges. A memo sent to David Duffy, UHPA President, was referred to the SEC.</p> <p>5. Senate – UHPA Memorandum of Understanding. After meeting with UHPA, Chair Bontekoe drafted an MOU based upon a previous agreement between UHPA and the Manoa Faculty Senate clarifying which items would be referred to UHPA and which items would be addressed by campus senates. The SEC reviewed and edited the draft MOU.</p> <p>6. 10/15/14 Faculty Senate Meeting Agenda and 10/13/14 SEC Agenda – The SEC drafted agendas for the 10/13/14 SEC Meeting and 10/15/14 Manoa Faculty Senate Meeting.</p> <p>7. D. Stevens brought a suggestion that the MFS should host a gubernatorial forum about higher education.</p> | <p>4. The SEC has referred the issue to the CAPP as Issue 4.15(see above)</p> <p>5. After review and modification of the draft MOU, the SEC approved the document and requested Chair Bontekoe to send the document to the ACCFSC and onto President Lassner. Motion: D. Vincent, Second: A. Maynard. Passed unanimously.</p> <p>6. The SEC directed R. Fraser to upload the agendas onto the MFS web site.</p> <p>7. While the idea was a good one, with a month left in the campaign, it might be difficult to implement this. No action taken.</p> |
| ADJOURNMENT | The SEC will meet next on Monday, October 13, 2014 at 1:30 pm in HH 208. | Motion to adjourn made by A. Maynard, second: B. Cooney. All approved motion. Meeting adjourned at 4:40 p.m. |

Respectfully submitted by Doug Vincent, *SEC Secretary*.
Approved unanimously on 10/13/2014.