

FACULTY SENATE
EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: May 23, 2011

ATTENDANCE:

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

SUBJECT	DISCUSSION	ACTION
CALL TO ORDER	Chair Hippensteele called the meeting to order at 3:00 in Hawaii Hall 208.	
ANNOUNCEMENTS	No announcements.	
CHAIR'S REPORT	<p><u>Strategic Plan</u> Susan will coordinate implementation of the strategic plan. The VCAA and VCAFO are co-chairing the strategic plan committee. The strategic plan is a joint project of the Manoa Faculty Senate and Administration, so the Senate will continue to play a role.</p> <p><u>BOR</u> The BOR did not approve abolishment of PBRC. The vote was tied, with the chair casting a vote to create the tie. Good testimony was presented. The matter was referred to President Greenwood, who will decide whether or not to follow-up with another proposal.</p>	
ADMIN REPORT	SEC members were provided with updated committee and schedule information in their folders.	

SUBJECT	DISCUSSION	ACTION
MINUTES	The SEC voted to approve the 5/16/2011 minutes as revised.	<i>KH will post the minutes to the web.</i>
COMMITTEE COMPOSITION	<p>Study Abroad Study Abroad Council members are normally chosen from among faculty who have participated in the study abroad program. Faculty have been suggested from diverse areas of study who have worked at a variety of study abroad sites. The SEC approved the nominations.</p> <p>MAC The MAC Vice-Chair should be a Senator in the first year of their term, since the Vice-Chair will move into the role of Chair in the following year. A Senator was identified to serve.</p> <p>Graduate Council A list of volunteers was provided and faculty appointees were identified for the Graduate Council with a view to broad representation.</p> <p>Committee on Research and Graduate Education (CoRGE) CORGE requires representation from Business, TIM and Law, and from Engineering and Architecture. In the absence of volunteers, the SEC Chair will contact these colleges to identify graduate chairs to serve on Council.</p>	<p><i>Hippensteele will contact appointees.</i></p> <p><i>Hippensteele will solicit representatives to serve on CORGE.</i></p>
OLD BUSINESS ➤ COMMITTEE CHARGES	<p>Committee charges were considered. A suggestion was made to not only have due dates for the committee charges, but indicate the relative importance or priority of the charges.</p> <p>Laulima can be used to post committee charges, minutes and other draft and working documents for easy access while maintaining confidentiality. Once documents are approved they should be removed from laulima and posted on the Senate web page. All SEC members and Kristen have administrative rights on the SEC space. Some standing committees have used laulima for minutes and reports. If a space is set up for each committee, they can decide whether they want to use it. The liaisons and committee chairs will have administrative rights.</p>	<p><i>KH will post the list of charges on the web.</i></p> <p><i>KH will update the laulima workspace.</i></p>
NEW BUSINESS ➤ SENATE BUDGET	<p>Items being purchased for the Senate include a laptop, projector, screen, and two copies of Robert's Rules of Order.</p> <p>The proposed SEC budget for the upcoming year is the same as for the past year, and contains \$10,000 for conference travel and \$10,000 for office expenses. The Assistant position will be converted to a permanent position.</p>	<i>SH will follow up.</i>
NEW BUSINESS ➤ PBRC AND KEWALO	The marine centers report is important to provide a reference point for discussion of Kewalo. More information is needed on SOEST and Coconut Island. If the committee identifies the questions, the units can be asked to provide the corresponding data. The items included in national reviews of such centers may provide a useful reference. While it may seem that this should be an administrative responsibility, faculty involvement is important to avoid bias related to a specific agenda. CTAHR has conducted more or less regular reviews of its research stations, and has found that faculty involvement in the review is important.	<i>Duffy will ask for national review items</i>

SEC minutes of May 23, 2011

SUBJECT	DISCUSSION	ACTION
ADJOURNMENT	Meeting adjourned at 5:15 pm.	