

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** September 12, 2016    **2:00 pm**

**LOCATION:** Hawaii Hall 208

**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler – Chair	P	Vilsoni Hereniko	P	Lilikalā Kame`eleihiwa arrived 2:28 pm	P	Kathy Cutshaw & Kalbert Young	3:00 pm -4:45 pm
John Casken- Vice Chair	P	Christine Sorensen-Irvine excused 4:45 pm	P				
Kelley Withy - SEC Secretary arrived 2:12 pm	P	Sarita Rai	P	John Kinder – Staff	P		

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Butler at 2:06 pm.
<b>REVIEW OF MINUTES</b>	The minutes of the August 29, 2016 meeting had been circulated electronically before the meeting.	1. Motion to approve the 8/29 minutes by C. Sorensen-Irvine; seconded by S. Rai. Passed unanimously.
<b>CHAIRS REPORT</b>	<ol style="list-style-type: none"> <li>BOR – Committee on Personnel Affairs</li> <li>BOR – Committee on Budget &amp; Finance</li> <li>Update on permanent faculty by Dept.</li> <li>Upcoming BOR meeting 9.22.16</li> <li>Confirm new senator orientation training dates.</li> <li>Update on 2016-17 senate roster (J. Kinder)</li> </ol>	<ol style="list-style-type: none"> <li>No action.</li> <li>No action.</li> <li>Being reviewed.</li> <li>Need for data and transparency.</li> <li>9/14 3:00 pm and 9/20 3:00 pm.</li> <li>Today UHM Congress has 2,034 members. The Mānoa Faculty Senate has 70 active senators and 10 vacant senate seats. Senate quorum requires 36 senators to conduct business.</li> </ol>

		J. Kinder will report to CFS Chair on the vacant senate seats and offer support to enlist new senators.
<b>ACTION ITEMS</b>	<p>1. CFS committee recommendations</p> <p>2. Campus Facilities Planning Board recommendations</p>	<p>1. Appointments approved unanimously:</p> <ul style="list-style-type: none"> <li>a. Gen Ed Foundations Board: Michael Guidry, Siobhan Dhonacha, &amp; Daniel Harris-McCoy.</li> <li>b. Gen Ed Contemporary Ethical Issue Focus Board: Myra Waddell.</li> <li>c. Gen Ed Hawaiian, Asian, and Pacific Issues (E) Focus Board: Joyce Mariano and Kapena Shim.</li> <li>d. Gen Ed Oral Communication Focus Board: Wendy Kawabata.</li> <li>e. Gen Ed Writing Intensive Focus Board: Michelle Manes, James Potemra, Jacqueline Ng-Osorio.</li> <li>f. Jamie Simpson Steele and Jacqueline Ng-Osorio to the Committee on Athletics.</li> </ul> <p>2. Reaffirm Christine Sorensen-Irvine's appointment and nominate Ashley Maynard, Vilsoni Hereniko, and Marguerite Butler for Campus Facilities Planning Board (CFPB). Motion to approve the by K. Withy; seconded by J. Casken. Passed unanimously.</p>
<b>GUESTS</b>	<p>1. VC Kathy Custshaw-FY2017 budget presented to the board and approved. K. Cutshaw recommends budget being done in August when final budget numbers are known instead of May. Budget policy paper under review by the BOR. FY17:</p>	<p>1. Chair Butler to provide 3-4 faculty names for Campus Facilities Planning Board to K. Cutshaw.</p> <p>2. SEC Chair to discuss with Pres. Lassner recommending PeopleSoft to be amended to include a status</p>

	<p>40% of delta in tuition going to schools, piloting professional school scholarship model. FY18: 85% of G-funds returning to departments and all units are going to get net 40% of tuition dollars. K. Cutshaw has proposed a centralized position control model to the interim chancellor who is receptive. K. Cutshaw describes a need for a plan to prioritize spending-M. Bruno and Chancellor are looking at how to make us more efficient in organizational structures. Deans and Directors meeting on Wednesday regarding the strategic planning process. Chancellor is going to call a retreat in 1-2 weeks. We need a system to take data from all our systems for transparent reporting. We have a reporting dashboard but it doesn't integrate all the systems into one. We need to build an integrated system for data management. By July 2017, K. Cutshaw will report data at a department level (level 6). Recommends modify Peoplesoft to require information update automatically because right now it is all done on spreadsheets. Waiver question is another question to address.</p> <p>2. VP Kalbert Young-BOR policy now requires biennium budget be done every year instead of every other year. In May BOR voted down the operating plan put forward, so everything is pushed back. BOR wants to see how operating budget is designed based on strategic priorities. We are 93 days behind schedule. Opinion on CAB model-day 0 would be really painful. His concerns are revenue components. We don't spend any time analyzing revenue components. We need to do that. We also need to do a market study to see what the value is and how to increase perceived value.</p>	<p>field with a drop down menu of status that is a required field to allow every individual to be documented.</p> <p>3. SEC to recommend to i-Chancellor Lassner integrated management system to gather data centrally in a manner that is accurate and transparent.</p> <p>4. SEC discussed with K. Young issues related to recruitment and RETENTION of under graduates in choosing UHM vs. UNLV, etc.</p>
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<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB – No report.</li> <li>2. CAPP – No report.</li> <li>3. CFS – No report.</li> <li>4. COA – No report.</li> <li>5. COR – No report.</li> <li>6. CPM – No report.</li> <li>7. CSA – No report.</li> <li>8. GEC – No report.</li> <li>9. MAC – No report.</li> <li>10. UHPA – No report.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> <li>3. Met and leadership named.</li> <li>4. No action taken.</li> <li>5. Met and leadership named. Discussing ORS, recommending policy for indirects, requesting requesting report from Bruno.</li> <li>6. No action taken.</li> <li>7. SEC requests that CSA discuss Ombudsman program for student grievances</li> <li>8. SEC to request that GEC Review General Education requirements with an eye toward streamlining the GE requirements to a minimal set required of all undergraduates. Allow colleges to add on additional requirements if desired to better tailor curricular requirements to their programs. Streamlining should serve the educational needs of students and reduce barriers to graduation.</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. JABSOM Faculty Senate resolution approving the Proposed JABSOM Reorg, Phase 1.</li> </ol>	<ol style="list-style-type: none"> <li>1. Motion by Vilsoni Hereniko, seconded J. Casken to approve the JABSOM FS reorganization plan contingent upon receiving motion to be discussed at the full senate on 9/21. Passed unanimously.</li> </ol>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Discussion on UHM 2015 Vacancy report.</li> <li>2. Prepare SEC agenda for September 19, 2016.</li> <li>3. Prepare SENATE agenda for September 21, 2016.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> <li>3. No action taken.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on September 19, 2016.	Motion to adjourn by J. Casken, seconded by S. Rai. All approved the motion. Meeting adjourned at 5:56 pm.

Respectfully submitted by Kelley Withy  
Approved unanimously on September 19, 2016.