

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** August 15, 2016    **2:00 pm**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

<b>MEMBERS</b>		<b>MEMBERS</b>		<b>MEMBERS</b>		<b>GUESTS</b>	<b>TIME</b>
Marguerite Butler - Chair	P	Vilsoni Hereniko – excused 5:30 pm	P	Rosanne Harrigan	E	April Goodwin Lori Furoyama	2:30 pm -3:00 pm
John Casken- Vice Chair	P	Ashley Maynard – excused 5:47 pm	P	Robert Cooney – arrived 2:18 pm	P	Chancellor Bley-Vroman	3:00 pm -3:30 pm
Kelley Withy - SEC Secretary	P	Sarita Rai	E			Ann Sakuma, Jeffrey Long, and Nancy Foster	3:30 pm -4:30 pm
Christine Sorensen-Irvine	P	Lilikalā Kame’eleihiwa	E	John Kinder – Staff	P	Daniel Takanishi, President JABSOM Faculty Senate	3:30 pm -4:30 pm by phone

<b>SUBJECT</b>	<b>CONTEXT</b>	<b>ACTION / STRATEGY / RESPONSIBLE PERSON</b>
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Butler at 2:11 pm.
<b>REVIEW OF MINUTES</b>	The minutes of August 1st and August 8, 2016 meetings had been circulated electronically before the meeting.	1. Motion to approve the 8/1 & 8/8 minutes by A. Maynard; seconded by C. Sorensen-Irvine. Passed unanimously.
<b>CHAIRS REPORT</b>	<ol style="list-style-type: none"> <li>ACCFSC meeting described</li> <li>Update on discussion with the Gen Edu Office on committee nominations-process of nominations and need to revise Gen Ed discussed.</li> </ol>	<ol style="list-style-type: none"> <li>Will invite DL to discuss faculty workload and reducing barriers to R and S faculty teaching.</li> <li>SEC will consider General Education summit.</li> </ol>
<b>ACTION ITEMS</b>	CFS Committee recommendations – <ol style="list-style-type: none"> <li>Graduate Council</li> </ol>	<ol style="list-style-type: none"> <li>Motion to approve CFS recommendations made by V. Hereniko; seconded by J. Casken. Five votes in favor and two abstentions: Anna Wiczorek, Kate McQuiston, Meripa Godinet,</li> </ol>

		Kathryn Braun, Jan Brunson for the Graduate Council.
	2. Previously approved SEC appointments.	2. The SEC previously approved the following appointments: -Christine Yano to the Grad Council. -Christine Beaulé and Joseph Campos to the Academic Grievance Committee. -Shana Brown to the Student Appellate Board. -Elizabeth Tam to the COIC. -Brian Glazer to replace Florence Thomas SOEST seat for the remaining 2016-17 term and to appoint Brian Glazer to the CAB. -Christine Sorensen-Irvine and Paul Chandler to the Campus Facilities and Planning Committee. -Katalin Csiszar to the Federal Demonstration Partnership (FDP).
	3. Foundations Board; Contemporary Ethical Issues Board; Hawaii, Asia, Pacific Board; and Oral Communications Board;	3. Motion to approve CFS recommendations for GEC made by R. Cooney; seconded by C. Sorensen-Irvine. Passed unanimously. -Wendy Kawabata to GEC. Joseph Tanke and Brent Sipes to the Foundations Board. -Jing Guo to the Contemporary Ethical Issues Board. -Cynthia Ning to the Hawaii, Asia, Pacific Board. -Henrietta Dulani to the Oral Communications Board. Susan Schultz, Marcus Daniel, and Jairus Grove to the Written Communications Board. All future requests for committee members should go to the Chair of SEC for review & referral to the CFS chair. All committee requests

		to fill openings should include any specific requirements for the position.
<b>GUESTS</b>	<ol style="list-style-type: none"> <li>1. April and Laurie - Idea for splitting commencement by college, not by undergrad and graduate students; changes to program discussed.</li> <li>2. RBV - BoR manages UHM very closely. For faculty governance, faculty needs to have direct contact with administrative entity that is overseeing UHM activities. VCAA RD's last day is 8/31/2016. He will be returning to the faculty teaching five classes and serving as non-compensated administrator for the International Education program which is currently involved in negotiations. Discussion of university structure generated ideas for changes that could take place.</li> <li>3. Ann Sakuma, Jeffrey Long, and Nancy Foster from John A. Burns School of Medicine. Discussion of JABSOM faculty senate vote on reorg plan. Discussion of concern over increase in costs with all the new offices. It was explained that the 'new' offices actually exist already, but have been lumped under other departments. These have been done to clarify functions and showcase the vital components of medical education. The reorg is done for accreditation purposes because the accreditation will make the structure and functionality more apparent to the accreditors who are going to visit in January. Discussion of IT support in light of lack of UH System support. There is no UHCC presence in the reorg. New individuals have been hired to fill the</li> </ol>	<ol style="list-style-type: none"> <li>1. SEC recommend colleges walk in together with college banner and stand together; SEC recommends involvement of students in planning of speakers; SEC gave advice for flyers.</li> <li>2. No action.</li> <li>3. Recommendation for JABSOM faculty senate to vote on the reorg plan. Recommendation to name the admissions office specific for medicine so that there is no duplication of Mānoa offices. Recommendation to identify which hires are current and which hires are new positions and whether there is a change in functions, duties, and compensation.</li> </ol>

	positions that were vacated earlier in the year at UHCC. The reorg has not been transmitted to the BoR yet.	
<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 – First meeting to elect new officers is scheduled for August 18th.</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. C. Sorensen has been contacted on an issue to discuss with chair.</li> <li>3. No action taken.</li> <li>4. No action taken.</li> <li>5. No action taken.</li> <li>6. No action taken.</li> <li>7. No action taken.</li> <li>8. No action taken.</li> <li>9. No action taken.</li> <li>10. No action taken.</li> </ol>
<b>OLD BUSINESS</b>	1. None	1. No action
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Discussion - President's announcement as the Interim Chancellor</li> <li>2. Discussion - President's announcement for Interim VCAA</li> <li>3. Changing the Budget Model - status and next action steps</li> </ol>	<ol style="list-style-type: none"> <li>1. SEC testimony discussed.</li> <li>2. No action.</li> <li>3. Deferred to future meeting.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on August 22, 2016.	Motion to adjourn by K. Withy, seconded by R. Cooney. All approved the motion. Meeting adjourned at 5:59 pm.

Respectfully submitted by Kelley Withy, SEC Secretary  
Approved unanimously on August 22, 2016.