

EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: February 13, 2017 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair	P	Ann Sakaguchi	P	Peter Mouginiis-Mark	P	iVCAA/VCR Michael Bruno & VCAA Program Officer Wendy Pearson	3:00 pm - 4:00 pm
						iChancellor David Lassner	4:00 pm - 5:00 pm
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P				
Kelley Withy -- SEC Secretary, excused 4:15 pm.	P	Sarita Rai -- MFS Secretary	P	John Kinder -- Staff, excused 5:00 pm.	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Butler at 2:00 PM
REVIEW OF MINUTES	1. The minutes of the February 6, 2017 meetings had been circulated electronically before the meeting.	1. Motion to approve the 2/6/2017 minutes as amended by A. Sakaguchi; seconded by S. Rai. Passed unanimously.
CHAIRS REPORT	1. 2/20 Presidents' Day Holiday. 2. Harrigan Celebration of Life - 2/14 (12:30 pm - 2:30 pm) QLCSS, Rm 412. 3. MFS Chairs meeting 2/15 (8:30 am - 10:30 am) ITC, Rm 105A.	1. No SEC meeting. 2. No action 3. No action

	<p>4. MFS Newfield Reception 2/17 (2:00 pm - 4:00 pm) ITC, Rm 105A/B.</p> <p>5. Concern with COI process and current case in review.</p> <p>6. Discussion of Gen Ed-opportunities for improvement.</p> <p>7. Discussion of movement of programs to System.</p>	<p>4. No action</p> <p>5. Request for ombudsman to review COI cases.</p> <p>6. Reviewed and look at other curricula that faculty would enjoy developing.</p> <p>7. SEC voiced concerns to both iChancellor and iVCAA.</p>
ACTION ITEMS	NA	
GUESTS	<p>Guest #1- iVCAA / VCR M. Bruno (3:00 pm)</p> <p>Update on budget-for planning purposes all units have been instructed to look at what a 5% cut would do, but there are currently no cuts planned. Much work is being done to bring in more funding:</p> <p>Retention-UHM 125 students did not return between fall and spring and made contact this week with 300 students who may be at risk for leaving. Can we increase the number of Non Resident Waiver for Fulbright students? Can we empower Roxy Shibaz in recruitment techniques? UH Foundation says we leave 3-5 million in scholarships unused every year because the accounts are not aggregated.</p> <p>Discussion of new student orientation changes.</p> <p>Considering creating a task force with faculty and deans to review data and prioritize where to put unassigned funds.</p> <p>Meeting on Friday to increase network of consultation and expand collaborative planning.</p> <p>Academic programming at System level-there currently is no S designation, a new program such as sustainability can't be located in a single unit, so M. Bruno has asked the System that the planning be put on hold.</p> <p>Guest #2: i-Chancellor David Lassner (4:00 pm)</p>	<p>1. Recommended that each unit be advised of students at risk for leaving.</p>

	<p>Update on chancellor search-an offer was made and declined. Current situation will probably continue for now.</p> <p>Enrollment management needs a great deal of work. We need to be capturing more of the CC transfer students. Graduation rates up. Retention worse. Transfers down. Enrollment management - weekly meetings. Expanding early warning systems (GradesFirst)</p> <p>Two budget influences - projected enrollment Non resident tuition is non competitive. Market and sensitivity analysis needed 10% tuition goes toward student scholarships (policy) Discussed ideas for fundraising for scholarships</p> <p>Governor cut UH request and only thing he is supporting is Cancer Center \$5 Million. Hawaii Promise legislation is progressing in legislature</p> <p>Working budget estimates a 10% increase in utilities. Solar farm tied to West Oahu grid plus larger solar farm that would help system Campus electric grid needs attention to incorporate PV and have selected vendor for PV on parking garage</p> <p>Discussed advising and need to improve.</p> <p>Discussed need for ombudsman office.</p> <p>Plan to discuss restructuring of campus both academic programs and Manoa administrative offices. Example is financial aid related to enrollment management. Gender equity office and related areas also not connected.</p>	
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	Discussion of Confucius Institute indicated that David Lassner claimed the contract between CI and UHM was under review..	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (AS) – Next meeting on Feb 17th. Suggest assigning issues to one committee and recommend consulting with other committees. M. Butler asked to attend meeting, but cannot make meeting on 17th. 2. CAPP (CSI) – Meeting held on Feb. 8th. Discussed and finalized CES resolution. Discussed issue of transfers and grade requirements for prerequisites. 3. CFS (PMM) – No report. 4. COA (KW) – No report. 5. COR (MB) – No report. 6. CPM (JC) – No report. 7. CSA (PMM) – Briefing from A. Ito on KOKUA and resources available to support students. Discussion of service animals allowed. 8. GEC (SR) – No report. 9. MAC (SR) – No report. 10. UHPA (CSI) – No report 	<ol style="list-style-type: none"> 1. Reschedule time for M. Butler to meet with CAB. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken. 7. Ask CSA if would suggest A. Ito present to MFS and for ideas to get word out to faculty. 8. No action taken. 9. No action taken. 10. No action taken.
OLD BUSINESS	<ol style="list-style-type: none"> 1. Congress Listserv practices 2. General Education and retention 3. Review draft General Education letter 4. Leaver's survey discussion 5. Final review 2/15 MFS agenda 6. Update on MFS 2017-18 Pre-election (J. Kinder) 7. Update on MFS Office budget (J. Kinder) 	<ol style="list-style-type: none"> 1. Deferred 2. Discussed with iVCAA and iChancellor and asked for more data. 3. Deferred. 4. Asked iVCAA office for more data. Send leaver survey out to MFS 5. Reviewed and finalized 6. Deferred. 7. Deferred.
NEW BUSINESS	<ol style="list-style-type: none"> 1. Prepare 2/27 SEC agenda 	<ol style="list-style-type: none"> 1. Deferred.

ADJOURNMENT	The next meeting of the Senate Executive Committee will be on February 27, 2017.	Motion to adjourn by J. Casken, seconded by S. Rai. All approved the motion. Meeting adjourned at 6:12 pm.
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Respectfully submitted by Kelley Withy

Approved unanimously on February 27, 2017.