

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: April 10, 2017 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
John Casken -- Chair	P	Christine Sorensen-Irvine	E			IVCAA Michael Bruno	3:00 pm - 3:40 pm
Marguerite Butler	P	Sarita Rai -- MFS Secretary arrived 2:26 pm	P			Robert Cooney	2:00 pm - 4:30 pm
Kelley Withy -- SEC Secretary	P			John Kinder -- Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Withy at 2:04 PM
REVIEW OF MINUTES	1. The minutes of the March 13, 2017 Senate had been circulated electronically and comments made.	1. No action.
CHAIRS REPORT	1. Parking report update 2. Lassner Campus Forum (M. Butler) 3. Website/Election re-design updated 4. MFS Election update (J. Kinder) 5. Closed Faculty Survey updated (J. Kinder)	1. Will share report when available. 2. No action. 3. Inviting Keawe to come to SEC next week. 4. No action. 5. C. Sorensen to update analysis.

ACTION ITEMS	<ol style="list-style-type: none"> 1. CFS recommendation to the Research Integrity Program - Ethics Committee 	<ol style="list-style-type: none"> 1. Motion by S. Rai, seconded by M. Butler to recommend Kathleen Sullivan for Research Integrity Program. Passed unanimously.
GUESTS	<p>iVCAA M. Bruno (3:00 pm)</p> <ol style="list-style-type: none"> 1. Strategic planning needs to go to action. We have to be open to changing goals and targets. Need to have faculty involved in three committees: Enrollment/Retention; Research; and Hawaii Place of Learning would be the three areas of focus. Needs 4-5 faculty for each of the three committees. 2. Discussion on draft Integrated and Academic Facilities Plan. This document was required by BoR last year, but it is also serving as a differentiator between UHM and other 4-yr universities. Discussed SEC's concerns. 3. BOR feedback on Advancing Research at UH Manoa presentation-did not get a chance to share it with BoR. 4. Discussed efforts to welcome new students 5. Discussed option for R faculty to switch to I faculty. Consider inviting some S to become I. 6. Research Advisory Committee duplicating what Committee on Research does? COR Chair and Vice-chair should be default members of RAC. 	<ol style="list-style-type: none"> 1. Request to CFS for faculty for each of three strategic planning committees for implementation. 2. No action. 3. No action. 4. Motion in support of VCR/iVCAA's efforts to enhance new student orientation. 5. No action. 6. To be discussed with COR.

<p>COMMITTEE REPORTS</p>	<ol style="list-style-type: none"> 1. CAB (SR) – Two meetings held. K. Cutshaw presented re: budget. M. Bruno presented about I/R faculty, recruitment/retention. Discussion of reorg of SPAs, LLL and A&H. Harmonization and centralization of all things relating to students (recruitment/teaching/jobs). 2. CAPP (CSI) – No report. 3. CFS (KW) – Meeting this week. Recommendations considered. 4. COA (KW) – Gender equity reviewed. Senior Associate AD retiring. Resolution reviewed. 5. COR (MB) – Inviting information on unused scholarship funding; discussed various ideas to promote research at UHM research. 6. CPM (JC) – No report. 7. CSA (MB) – Meeting tomorrow. 8. GEC (CSI) – No report. 9. MAC (SR) – Met twice. Two motions: Graduate Institutional Learning Outcomes; Name change 10. UHPA (CSI) – Ongoing negotiations. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. K. Withy made motion to approve resolution; seconded by M. Butler. Approved unanimously. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken. 9. a. Graduate ILO motion should be written as a resolution and include attachments supporting factual claims such as WASC requirements, approval by Grad Council and CAPP. b. Motion to change name of committee to Committee on Educational Effectiveness should be written as a resolution and approved by CAPP and CAB before full Senate review. 10. No action taken.
<p>OLD BUSINESS</p>	<ol style="list-style-type: none"> 1. Update on COIC 2. SEC response / congeniality 	<ol style="list-style-type: none"> 1. John C. to inquire of Vassilis on progress of COI case. 2. CPM is reviewing process of introducing resolutions on the floor. SEC response regarding November 2016 Rules Violation Resolution.

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	<ol style="list-style-type: none">3. Roadshows4. Chairs meetings (M. Butler)	<p>S. Rai moved approval, K. Withy seconded; approved unanimously.</p> <ol style="list-style-type: none">3. Items to share: Survey; populated budget models; encourage people to participate in MFS.4. Continue retention discussion and college needs
NEW BUSINESS	<ol style="list-style-type: none">1. Discussion on COA resolution.2. Review 3/15 senate draft minutes3. Prepare 4/19 Senate agenda4. Prepare 4/17 SEC agenda	<ol style="list-style-type: none">1. K. Withy made motion to approve resolution; seconded by M. Butler. Approved unanimously.2. Discussed.3. Approved.4. Approved.
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on April 17, 2017.	Motion to adjourn by K. Withy, seconded by S. Rai. All approved the motion. Meeting adjourned at 5:19 pm.

Respectfully submitted by Kelley Withy
Approved unanimously on April 17, 2017.