

**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** September 15, 2014     **1:30 pm**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Ron Bontekoe - Chair	P	Bob Cooney – Vice Chair	P	Doug Vincent – Secretary	P	VCAA Reed Dasenbrock	2:00 – 2:50 pm
Duane Stevens	P	Peter Garrod	P	Ashley Maynard	E	April Goodwin, Lori Fujiyama, VCAA Office	2:20 -2:40 pm
Stacey Roberts	P					Kristeen Hanselman, UHPA	3:15-3:55 pm
Rebecca Fraser - Staff	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order at by Chair Bontekoe at 1:30 pm
<b>REVIEW OF MINUTES</b>	1. The minutes of September 8, 2014 SEC meeting had been circulated electronically before the meeting.	1. Motion to approve the minutes as amended S. Roberts; second, D. Stevens. Passed unanimously.
<b>CHAIR'S REPORT</b>	<p>1. MFS APT position – Ron reported on the negotiations with the priority one APT finalist. There is a difference in salary expectations. The MFS budget doesn't allow for movement.</p> <p>2. Meeting with Interim Chancellor Robert Bley-Vroman. Chair Bontekoe met with the Interim Chancellor regarding the makeup of the Budget committee. The Interim Chancellor wants to move quickly on the appointment of the Budget committee but had reservations with Shirley Daniels as our other suggestion.</p>	<p>1. Chair Bontekoe will reiterate the limitations we have in the salary to the finalist and seek a final decision.</p> <p>N.B. Chair Bontekoe indicated that our priority one APT finalist has accepted the position and will begin on October 1, 2014.</p> <p>2. Chair Bontekoe will encourage reconsideration of Professor Daniels to the Budget committee but if firm, then will propose David Ross.</p>

<p><b>GUESTS</b></p>	<p>Vice Chancellor for Academic Affairs Reed Dasenbrock met with the SEC. 2:00 pm --</p> <ol style="list-style-type: none"> <li>1. General Education Office Issues. The VCAA needs a recommendation for Senate staffing of the search committee and to help develop the Position Description for the internal search.</li> <li>2. Manoa Representatives (4) on the University Council on Articulation. VCAA Dasenbrock explained that many of the same individuals serve continuously on this panel, so the terms aren't staggered. AVCUE Cambra will continue to serve, June Nii from the Office of Admissions will also continue to serve. Scott Rowland was suggested as a replacement for Gen Ed Director Todd Sammons.</li> <li>3. April Goodwin and Lori Furoyama from the VCAA office explained a proposed change in commencement. During commencement, for the Ph.D.'s the newly hooded doctorates are invited to sit with the faculty and that makes for logistical problems. They are proposing changes in so far as faculty will still sit with the faculty and the students will return to their seats after being "hooded" rather than going to sit with the faculty.</li> <li>4. 5-year Faculty Review Procedures. VCAA Dasenbrock shared with the SEC the newly approved "2014-2015 Procedures for Evaluation of Faculty at UH Manoa" (revised 2014). This policy was negotiated with UHPA as part of the settlement of the HLRB prohibited practices complaint filed by UHPA last year. The SEC was concerned about the make-up of the Manoa Faculty Evaluation Review Committee (MFERC). The concern related to ensuring that the discipline of the faculty member being reviewed be represented. This would provide disciplinary knowledge of the field of the faculty member who is being reviewed.</li> </ol> <p>Associate Executive Director Kristeen Hanselman, UHPA. 3:15 pm – 3:55 pm</p>	<ol style="list-style-type: none"> <li>1. Stacey Roberts, Peter Garrod and Carolyn Stephenson (Chair of CAPP) will serve on the search committee.</li> <li>2. The SEC suggested Ruth Bingham as a possible inclusion on the committee. SEC suggested contacting the Math Department for a faculty representative.</li> <li>3. The SEC endorses the proposed changes and suggested that rather than having the faculty (who have been sitting with their doctoral student in the audience) move to sit with the faculty on the stage after "hooding" their students, that they also return to where the students were seated, keeping the flow of people easier.</li> <li>4. No additional action was needed. The SEC thanked VCAA Dasenbrock for meeting with the SEC.</li> </ol>
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	<ol style="list-style-type: none"> <li>1. Associate Executive Director Hanselman provided perspective on the negotiations between UH and UHPA in settling the UHPA prohibited practices complaint against UH. The 5-year faculty review should be based upon competency and assumption of meeting reasonable expectations of a tenured faculty member. UHPA perspective was they believed that UH is trying to make this out to be a review based upon deficiencies. The SEC also inquired about the make-up of the MFERC. The process according to UHPA is that both groups select individuals from the Faculty Personnel Panel and then meet with UH and then identify 5 members to serve for each case.</li> <li>2. Hanselman also briefed the SEC on the progress of the two other issues in the HLRB settlement. The smoking policy is being negotiated. The UH system task force to develop policies about which items come before the faculty senates vs. which items that go to UHPA and which items are “mixed” issues, requiring input from both entities and how to work through them has a deadline of December 2014 to the HLRB.</li> </ol>	<ol style="list-style-type: none"> <li>1. No further action was taken by the SEC.</li> <li>2. The SEC thanked Associate Director Hanselman for her time and information. The SEC did ask Hanselman to convey our concern to ED Musto that since most of the issues of contention between faculty senates and UHPA happen at Manoa and the Manoa Faculty Senate is the most likely senate to address many of these issues, the Manoa Faculty Senate needs to be well represented on the system task force addressing these concerns.</li> </ol>
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CFS – CFS will meet on Tuesdays.</li> <li>2. CSA – CSA has met and scheduled a meeting with the VCSA.</li> <li>3. CORGE has met.</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> <p>The committee liaisons need to notify Rebecca of the committee officers so the information can be posted on the MFS web site.</p>
<b>OLD BUSINESS</b>	<ol style="list-style-type: none"> <li>1. MFS Staffing Thirteen applications have been received.</li> </ol>	<ol style="list-style-type: none"> <li>1. See Chair’s report on status of the APT position.</li> </ol>

<b>NEW BUSINESS</b>	1. Manoa Faculty Senate on 9/17/2014. Rebecca is not available for the Senate meeting. So we all need to be available to assist Chair Bontekoe with the meeting logistics.	The agenda has been posted.
<b>ADJOURNMENT</b>	The SEC will meet next on Monday, September 22, 2014 at 1:30 pm in HH 208.	Motion to adjourn made by P. Garrod; second B. Cooney. All approved motion. Meeting adjourned at 4:20 p.m.

Respectfully submitted by Doug Vincent, *SEC Secretary*.

Approved unanimously on September 22, 2014.