

EXECUTIVE COMMITTEE MEETING MINUTES

MEETING DATE: **October 5, 2015 2:00 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Bob Cooney - Chair	P	Bonnyjean Manini	E	Jeff Kuhn	P	Tara Loty	3:00 pm – 3:48 p.m.
Marguerite Butler - Vice Chair	P	Ashley Maynard	P	John Kinder - Staff	P		
Kelley Withy - SEC Secretary	E	Sarita Rai	P				

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Bob Cooney at 2:07 pm
REVIEW OF MINUTES	The minutes of September 28, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by M. Butler to approve the minutes as amended; second by S. Rai. Passed unanimously.
CHAIR'S REPORT	<ol style="list-style-type: none"> Chair Cooney attended the BOR committee meetings on October 1st, and gave them a copy of the Senate resolution on the parking fee increase. At the committee meetings, Cooney learned that the \$5M request for the UHCC and the \$3M for Athletics did not go through the VCAFO office. There was a long discussion about how the Senate might get more faculty involved in Senate activities and shared faculty governance. We need to articulate the purpose of a 4-year research university. The reorganization of the Office of Research Compliance was sent to CAB and COR. Faculty Senate Finding Aid is used by researchers to look at MFS historically from its inception to today. We may need to purge duplications and some older material from the archives. We want to keep reports, documents, 	<ol style="list-style-type: none"> SEC to consider resolution on budget process. Continue to monitor and plan. Committees to work on these. J. Kinder & Research Assistant will place information about the archives on the website, including the Finding Aid document. SEC

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	<p>minutes, resolutions, motions, and items like that. J. Kinder will begin to come up with categories for maintaining certain files for research and historical purpose. Material will be placed in acid-free folders.</p> <p>5. CPM made a request for an MFS roster with photos. Elisabeth Steele Hutchison created such a document.</p> <p>6. Hawaii 5-0 filmed in the HH208 conference room on October 3, 2015.</p>	<p>will monitor this project.</p> <p>5. SEC approved the forwarding of the email regarding the CPM-produced roster to Senators. We intend to put the senators pictures on the MFS website.</p> <p>6. The SEC enjoyed photos of the 5-0 set in the MFS rooms.</p>
ACTION ITEMS	1. NA	
ADDITIONS TO THE AGENDA	1. UHPA Report: A survey to rate administrators will be out this week. This survey begins with the deans. Other administrators will be evaluated at a later date.	1. Please encourage colleagues to use this opportunity to rate our administrators.
GUEST	1. Tara Loty, Director of Alumni Engagement for Mānoa. Loty is employed by UHF. She works with people in Hawaii Hall and in Bachman Hall. Loty wants to engage our alumni in lifelong learning, including the alumni giving funds, time, and talent. She wants to help alumni stay engaged in the campus. Loty made a presentation. She conducted an alumni engagement survey to find out what our alumni really want. There were 55,000 viable emails, with about a 5% response rate. Alumni felt most connected to the UHM campus, rather than to a department or program. People indicated they would really value professional development activities, job search assistance, and networking opportunities. Alumni want to hear from us electronically. They'd like to hear about lifelong learning opportunities, public lectures, and the latest research. A high percentage of alumni (25%) who answered the	1. We will continue to work with Loty and the UHF on alumni relations issues. We would like to ask Loty to do a study of the graduate alumni. We are looking for a few senators to work with Loty on the project.

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	<p>survey were interested in volunteering. Volunteering might include mentoring current students, volunteering at events, involvement in recruitment, and mentoring other alumni. Loty has worked with some deans to develop college-specific alumni engagement approaches. Loty said the goal of the program is to fulfill the objectives of reputational marketing, and reconnecting alumni back with campus to increase student recruitment. Loty would like to partner with faculty to understand how to improve surveys in the future, including how to survey parents, and how to find out whether graduate alumni are still working in their fields. There is a Director of Community Colleges Alumni, as well as Tara Loty, here at Mānoa. Loty will be getting branding and messaging across campus. If the faculty senate wanted to communicate the idea that a graduate education is valuable to the state, Loty could help us do that. We want to know what the folks with advanced degrees are doing in our state—such as running banks, in the legislature, in construction, determining the future direction of the state.</p>	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB is working on a resolution re RTRF. 2. COR: Elections were held for the position of Chair and Secretary. Dave Sanders was unanimously elected as Chair and Andrew Wertheimer was unanimously elected as Secretary. 3. CPM: CTAHR passed a resolution that says Extension Agents at the S-3 level just need a master's degree. CTAHR would like MFS to pass a resolution regarding this. A CPM member had a question about a code of civility for faculty. Collegiality can be a part of T&P guidelines in individual departments. 4. MAC: B. Manini provided email report. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken.
OLD BUSINESS	None	

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NEW BUSINESS	<ol style="list-style-type: none"> 1. Testimony discussion for BOR meeting on 10/15/15. R. Cooney will be attending and will present an SEC statement. 2. Senate and Congress agendas were discussed and partially prepared. 	<ol style="list-style-type: none"> 1. Cooney will circulate a draft for SEC to consider. 2. Agenda will be completed on 10/12/15.
ADJOURNMENT	The next meeting of the Senate Executive Committee will be October 5, 2015.	Motion to adjourn by M. Butler; seconded by J. Kuhn. All approved the motion. Meeting adjourned at 5:20 pm.

Respectfully submitted by Ashley Maynard, Senate Secretary
Approved unanimously on October 12, 2015.