

# EXECUTIVE COMMITTEE

## MEETING MINUTES

**MEETING DATE:** March 31, 2014  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
David Ericson - Chair	P	Ron Bontekoe -Vice Chair	P	John Casken - SEC Secretary	P	Vice-chancellorfor Academic Affairs, Reed Dasenbrock	2:55p m – 3:35p m
Peter Garrod	P	Stacey Roberts	P	Carolyn Stephenson	E		
Doug Vincent	P						
Kristin Herrick - Staff	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order at 1:36 pm by Chair Ericson.
<b>REVIEW OF MINUTES</b>	Minutes of March 17, 2014 had been circulated electronically prior to the meeting.	P. Garrod made a motion to approve the minutes of March 17, 2014 as amended. Motion passed unanimously.
<b>CHAIR'S REPORT</b>	<ol style="list-style-type: none"> <li>Hawaii Labor Relations Board (HLRB) Case.</li> <li>Faculty Athletics Representative (FAR)</li> <li>Strategic Planning Committee. Reported that there is a decline in attendance and concern has been expressed about setting up a degree program in an organized research unit.</li> </ol>	<ol style="list-style-type: none"> <li>Agreed that at this time no formal messages should be to the UH President on this matter. The matter could be raised informally when the Chair next meets with President Lassner.</li> <li>Reported that to date there has been only one application filed with K. Herrick. Agreed that a reminder should be sent out to all faculty by K. Herrick.</li> <li>Agreed that the issues should be raised when the Chair and Vice-chair next meet with Chancellor Apple.</li> </ol>

	4. Items for discussion with the Vice –chancellor for Academic Affairs	4. The list of topics that had been previously sent to the Vice-chancellor was amended to have most critical items dealt with first.
<b>OLD BUSINESS</b>	<p>1. Manoa Faculty Senate vacancies for 2014-2015</p> <p>2. Issues</p>	<p>1. List of volunteers had been prepared by the Committee on Faculty Service. D. Vincent proposed that the list as prepared by the CFS should be accepted. Motion passed unanimously. The following were thus approved to serve for the AY 2014-2015.</p> <p>a) Academic Affairs : S. Rai  b) Languages, Linguistics and Literature: G. Poisson  c) Natural Sciences: S. Bhatawadekar  d. Nursing and Dental Hygiene: A. Tse  e. Organized Research Units: P. Moravcik  f. Still vacant are Engineering, Library Services, and School of Hawaiian Knowledge  Agreed those appointed should be invited to the new senator orientation.</p> <p>2. Agreed that the status of issues listed below should be finalized as soon as possible #3.14, Leaver’s Survey, Issue #10.13 Course Credits for Listed courses, Issue # 22.13 Tenure of Administrators and Issue #36.12 Faculty Engaged Scholarship.</p>
<b>VISITOR</b>	<p>Vice-chancellor Reed Dasenbrock discussed the following topics with the SEC members:</p> <p>i) periodic review of faculty and the HLRB case;  ii) Common course Evaluations;  iii) Ratio of tenured to non-tenured faculty  iv) Advisement of undergraduate students.</p>	<p>The Vice-chancellor noted that he would follow up on members concerns regarding advisement. He noted that overall the Manoa campus had a better ratio of tenured faculty to non-tenured faculty than most of the UHM benchmark institutions. Committee members thanked the Vice-chancellor for his comments.</p>
<b>NEW BUSINESS</b>	<p>1. 04/07/2014 SEC meeting will include the Vice-chancellor for Research.</p> <p>2. 04/16/2014 MFS agenda</p>	<p>1. Agenda will be finalized and sent out to members.</p> <p>2. Agenda will be finalized at the 04/07/2014 SEC meeting. Items will include a Resolution from CAB on Parking and possibly one on the College of Social Sciences Reorganization.</p>

	<p>3. Manoa Campus Committee Volunteers.</p> <p>4. New Senator Orientation</p> <p>5. Possible new issues: i) Institutional Animal Care and Use Committee ii) Proposed Revisions to BOR Policy Chapter 12 and MFS Policy on Classified and Proprietary Research</p> <p>6. SEC Research Assistant.</p>	<p>3. All volunteers have been ranked by the CFS. Agreed that the list should be accepted as presented by the CFS. K. Herrick will contact faculty on the list in the order in which they ranked. If a faculty member is now not going to be able to accept an assignment agreed that K. Herrick should automatically contact the next faculty member on the list.</p> <p>4. The orientation will take place on Thursday 04/10/2014 from 4:00 – 5:00pm. Room is still to be determined. Final details will be sent to all new senators by K. Herrick. Chair Ericson, Vice-chair Bontekoe, S. Roberts and D. Vincent will assist in the presentations. K. Herrick will send out the Senator Guide and an updated agenda.</p> <p>5. i) D. Vincent noted that has he has been a member of this Committee.  ii) Agreed that this issue should be sent to CORGE and also to CPM as the current MFS Policy appears to violate academic freedoms. The two committees will be asked to create a Resolution that clears up these issues.</p> <p>6. K. Herrick encouraged members to submit research requests to her for action by the new hire.</p>
<b>ADJOURNMENT</b>		Motion to adjourn made by P. Garrod. All approved motion. Meeting adjourned at 4:10 pm.

Respectfully submitted by John Casken, Senate Executive Committee Secretary.

Approved unanimously by Senate Executive Committee on April 7, 2014.