



EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: October 9, 2017 2:00 PM - 5:00 PM

LOCATION: Hawaii Hall 208

ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine, Chair	P	David Duffy, Vice-Chair	P			Monica Ghosh, Interim University Librarian	3:00 pm - 3:30 pm
Douglas Vincent, SEC Secretary, via Polycom, 2:00 pm	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair C. Sorensen at 2:00 PM.
APPROVE AGENDA		
REVIEW OF MINUTES	<ol style="list-style-type: none"> The minutes of the September 25, 2017 Senate Executive Committee had been circulated electronically. The minutes of the October 2, 2017 Senate Executive Committee had been circulated electronically. 	<ol style="list-style-type: none"> Motion by B. Powell to approve the September 25, 2017 minutes; seconded by D. Duffy. Approved unanimously. Motion by B. Powell to approve the October 2, 2017 minutes; seconded by D. Duffy. Approved unanimously.
CHAIRS REPORT	<ol style="list-style-type: none"> Update on 2:1 meeting with interim Chancellor David Lassner. C. Sorensen distributed notes on meeting with Lassner. Lassner better understands concerns of COE faculty regarding “plans” for 	<ol style="list-style-type: none"> No action.



	<p>COE grounds. Lassner claims that many Dean's would like to combine President and Chancellor and have a Provost for Manoa. If there is only a provost at Manoa, the need for Chancellors on the the other campuses? Chancellor position has failed at Manoa. Regarding Reorganizations:</p> <ol style="list-style-type: none">TIM/Shidler is going well.Architecture/Engineering is on hold due to accreditation process for Architecture.SPAs/LLL/A&H is not going well.Lassner is happy that GenEd evaluation is ongoing. Would like GenEd to be more student-oriented, student friendly <p>2. Update on meeting with the General Education Committee (GEC) -- Pau hana meeting went very well. Three "buckets" -- some goals of General Education are being well addressed and others need help. Improvements have been made but there is still work to be done. Generally very positive efforts of the GEC.</p> <p>3. Update on Na Kākaou e Ho'omālamalama UH West O'ahu Strategic Plan 2015-2020</p> <p>4. Meeting with K. Aune and W. Pearson. Discussed 4+1 criteria. CAPP reviewed last year and said OK as long as there are no changes to undergraduate side, there is no need for CAPP review. Provided suggestions to revise - undergraduate programs have to follow 45 upper division rules to participate and clear gateway courses identified. Discussed history of curricular review and roles of CAPP and Grad Council and issues with professional programs (law, medicine, business). Business is creating new Masters programs and plans for 4+1. Question of who reviews? Discussed issue of dropping graduate enrollment.</p>	<p>2. No action.</p> <p>3. No action.</p> <p>4. No action.</p>
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	<p>K. Aune shared reports she had created on graduate enrollment.</p> <ol style="list-style-type: none"> Overall 24% decline for classified and unclassified graduate students since AY2005-2006. 18% for classified graduate students. International grad students down 30%. More than doubling of graduate non-resident tuition has hurt and is higher than ALL of benchmark and peer institutions. Resident graduate tuition is higher than all peer and benchmark institutions save one. Cumulative debt of graduate students has increased 3x in the last ten years. Our packages are not as attractive and we are not competing well for international students. 	
ACTION ITEMS	<p>1. ACTION #1: Manoa Campus Physical Plan (MCP) Committee: CFS has requested that the SEC forward names of prospective faculty as a member of the MCP Committee. The SEC nominates the following faculty to the Committee on Faculty Service (CFS) for consideration to the MCP committee: John Casken, SONDH Lori Fulton, COE Paul McKimmy, COE Luke Flynn, HIGP Joseph DeFrank, CTAHR</p>	<p>1. SEC nominates the following faculty to the CFS for consideration to the MCP committee; J. Casken, seconded D. Duffy. John Casken; Lori Fulton; Paul McKimmy; Luke Flynn; Joseph DeFrank; Approved unanimously.</p>
GUESTS	<p>Interim University. Librarian M. Ghosh (3:00 pm) Discussion on the Sinclair Library operating hours reduction</p> <p>Question related to Sinclair Library closure. Low use, contracted security costs and lack of staffing all contributed to the decision.. Records were kept on usage. After 10 pm, usage drops dramatically. Contracted security services are funded by Office of Undergraduate Education -- they have a</p>	<p>1. No action taken, other than reminding that students and other stakeholders need to be consulted in advance and brought into the conversation.</p>



shortfall. Library is also facing budget shortfall. Decision has to be made by Chancellor. Presented numbers to Chancellor's Office decided. Library provides no services after 9:00 pm in Sinclair. It is hard to get people to work overnight shift. Just a few students are using Sinclair overnight and there is a large space to monitor. When new hours were implemented, concerns were raised about whether students would not leave as a protest. Exploring options for other places where 24 hours open space can be found (e.g. Paradise Palms). In the meantime, Sinclair hours will be kept open until 2:00 pm.

The SEC reminded Ms. Ghosh that the issue was not the fact the library needed to be closed but the lack of communication about the closure to the students and other stakeholders. Ghosh mentioned that she had shared information with Library staff but not students as a whole.



COMMITTEE REPORTS	<ol style="list-style-type: none">1. CAB (DV) – CAB met on 10/04/17. CAB drafted an amendment to Bylaws on how to replace a Senator who leaves the Senate. CAB also reviewed the drafts of EP 12.501 and 12.205 regarding Patents and Copyright, four items of concern were identified and referred to COR. Next meeting is November 1, 2017.2. CAPP (BP) – meet Wednesdays of this week. Need a decision on the second member of Grad Council before Grad Council meeting next week Tuesday. We need to know ASAP. Brian is willing to serve.3. CFS (GW) – Meeting on Wednesday4. COA (BP) – Discussed issues they want to take up. Life as a student athlete. Closed Strategic plan and concussions issues. Investigate team faculty mentor program - concern whether it grants a benefit that other students don't have. Gender equity continue. COIA issue passed to CFS.5. COR (DD) – working on IP. Received CAB comments. Crossed off old items.6. CPM (JC) – Letter from R. Paull asking for HV report to CPM; J. Casken will write to R. Paull to explain there was no official report. Financial remuneration - AP policy on conflict of interest. CPM wants to bring it back after review of system changes to the policy. They may do another resolution.7. CSA (JC) – meet Wednesday.8. GEC (SR) – had mini retreat. Good discussion. Meet on Thursday. Encourage the use of the GEC list serve. Also trying to improve communications with the GEO staff. Communication needs to be improved between CEE and GEC. Continuity of committee actions. C. Sorensen updated on the CEO director search.	<ol style="list-style-type: none">1. No action taken2. No action taken.3. No action taken.4. No action taken.5. No action taken.6. No action taken.7. No action taken.8. No action taken.
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	<p>9. CEE (CSI) – Reviewed duties of assessment office, discussed program review schedule and role of CEE, closed one issue from last year (Graduate ILOs), kept DFIW courses open, discussed assessment data and potential review by CEE, next meeting will discuss issues for this year.</p> <p>10. UHPA (GW) – Faculty forum is this weekend. UH has recognized UHPA right to bargain over IP.</p>	<p>9. No action taken.</p> <p>10. No action taken.</p>
UNFINISHED BUSINESS	<p>1. None</p>	
BUSINESS	<p>1. Review preliminary draft of a "Safety and Protection of Minors Policy" Want comments by October 20, 2017. Has far reaching implications.</p> <p>2. Interim Chancellor Lassner requesting four representatives to serve on the WASC Steering Committee.</p> <p>3. Request for volunteer for Veteran's Task Force</p> <p>4. Review Chairs Retreat attendees & SEC members Chair's Retreat is tomorrow (10/10) in HH 208</p> <p>5. Review 2017 Chairs Retreat presentation.</p>	<p>1. Refer to CPM</p> <p>2. Refer names to CFS for consideration: Jessica Miranda, COE; Alice Tse, Nursing;</p> <p>3. Refer to CFS.</p> <p>4. 9 Senators attending. J. Casken, D. Duffy, S. Roberts, C. Sorensen Irvine attending.</p> <p>5. J. Kinder will update and put on Google Drive for review</p>
ADJOURNMENT	<p>The next meeting of the Senate Executive Committee will be on October 16, 2017.</p>	<p>Motion to adjourn by D. Duffy; seconded G. Wilkens. Passed unanimously. Meeting adjourned at 4:44 pm.</p>

Respectfully submitted by Douglas Vincent, Secretary
Approved unanimously on October 16, 2017.