



UNIVERSITY
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EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: October 3, 2016 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair	P	Vilsoni Hereniko	P	Lilikala Kame'eleihiwa	P	David Lassner interim Chancellor	2:10 pm - 3:00 pm
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P			Eric Hellebrand and Ming-Bao Yue, CFS	3:00 pm - 4:25pm
Kelley Withy -- SEC Secretary	P	Sarita Rai -- MFS Secretary	P	John Kinder -- Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Butler at 2:05 PM
REVIEW OF MINUTES	1. The minutes of the September 19 and September 25, 2016 meetings had been circulated electronically before the meeting.	1. Motion to approve the 9/19/2016 minutes by C. Sorensen-Irvine; seconded by S. Rai. Passed unanimously. 2. Motion to approve the 9/25/2016 minutes by C. Sorensen-Irvine; seconded by S. Rai. Passed unanimously.
CHAIRS REPORT	1. Update on 2:1 with i-Chancellor-discussed plan for anticipated term.	1. No action. 2. No action.

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	<p>2. Update on 2nd Mini Retreat on Academic Structure & Organization-Sustainability, responsiveness to what the public wants, potential mergers discussed. Importance of faculty input stressed.</p> <p>3. Report on GSO meeting-collaboration on legislative committee. GSO priorities are unionization and grad student housing. Invited to have reps on COR, CAPP and CSA.</p> <p>4. Report on preliminary faculty position count-PowerPoint shared.</p>	<p>3. No action.</p> <p>4. No action.</p>
ACTION ITEMS	<p>1. CFS recommendations on vacant senate seats</p>	<p>1. Nominations reviewed and approved . Motion by K. Withy, seconded by J. Casken to approve CFS recommendations as follow, approved unanimously: a. LLL: Ruth Hsu b. CTAHR Noa Lincoln; c. OSA Camaron Miyamoto; d. A&H Wendy Kawabata; e. A&H Stacy Ray; f. SCB Randall Minas.</p>
GUESTS	<p>1. President and i-Chancellor David Lassner discussion of administrative simplification and improving campus experience for students and faculty:</p> <p>a. Standardization and streamlining of policies such as travel, purchasing, and p-card.</p> <p>b. KFS batch processing to occur for less time at night.</p>	<p>1. Discussion of ideas to be followed up in 2 weeks.</p>



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	<p>c. Simplify grad school application, modernize and move to web-based application system; have complaint website, grad student advocate at Graduate Division.</p> <p>d. Simplify VCAA and office of Associate Vice Chancellor of Undergraduate Education Office</p> <p>e. Equalize advising loads across campus so that no school is over the recommended load of 250-300 advisees per advisor. Grad checks have to be done by hand. Case management documentation system is limited. Recommend that he talk with R. Bingham about how to make things better for students and advisors.</p> <p>f. Gen Ed very confusing-streamline program and processes and make easier to understand degree requirements.</p> <p>g. IT limitations-we would like to solve problems together-for example Senate passed reso that students can have 3 grade replacements, but were told IT systems could not implement new policy.</p> <p>h. Improve communication with Chairs about ranking importance of multitude of administrative requests. What are our academic priorities?</p> <p>Campus discussion on large academic issues.</p> <p>2. E. Hellebrand and M. Yue (3:00 pm)</p> <p>a. Overview of past MFS office practices to replace vacant senate seats (J. Kinder)</p> <p>b. Discussion election concerns</p>	<p>2. a. no action.</p> <p>2. b. Discussion included recommendation not to appoint replacement during the summer; recommend a two week period for filing a complaint after</p>
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	<p>c. Discussion on senator absentee policy</p> <p>d. Discussion on announcement of new election website.</p>	<p>elections; SEC did not make any motion on method of nominating replacements but have requested that CFS return with recommendations for Bylaws changes to address replacement senators and SEC members.</p> <p>2 c. No action. Emphasized importance of standard practices -- all senators treated equally.</p> <p>2 d. J. Kinder to send out announcement.</p>
COMMITTEE REPORTS	<p>1. CAB (LK) – Meeting this week.</p> <p>2. CAPP (CS) – Meeting next week.</p> <p>3. CFS (JC) – No report.</p> <p>4. COA (KW) – Meeting this week.</p> <p>5. COR (MB) – Met with M. Bruno regarding research. Meeting next week.</p> <p>6. CPM (VH) – No report.</p> <p>7. CSA (VH) – Meeting next Thursday.</p> <p>8. GEC (SR) – Met and given charge of simplifying process of reviewing courses.</p> <p>9. MAC (SR) – No report.</p> <p>10. UHPA (CS) – Contract review session 10/28 discussed.</p>	<p>1. Motion to move Senator Doug Vincent from CPM to CAB made by J. Casken, seconded by S. Rai. All approved the motion.</p> <p>2. No action taken.</p> <p>3. Attended meeting today and agreed to review bylaws for changes as above.</p> <p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> <p>7. No action taken.</p> <p>8. Consider task force to reexamine General Education at UHM.</p> <p>9. No action taken.</p> <p>10. No action taken.</p>



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OLD BUSINESS	1. Legislative Committee discussion	1. Work with CFS to populate the Legislative Committee. Recommend ways to implement last year's MFS's resolutions with Hawaii State Legislature.
NEW BUSINESS	1. Chairs retreat 2. Discussion on upcoming BOR Independent Audit committee 3. Discussion on upcoming BOR Academic & Student Affairs 4. Discussion on i-Chancellor retreat 5. Prepare SEC agenda for October 10, 2016	1. Rescheduled to 10/26/16 9-11. 2. No action taken. 3. No action taken. 4. No action taken. 5. Agenda prepared
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on October 10, 2016.	Motion to adjourn by J. Casken, seconded by S. Rai. All approved the motion. Meeting adjourned at 6:08 pm.

Respectfully submitted by Kelley Withy
Approved unanimously on October 10, 2016.