

FACULTY SENATE
SENATE EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: January 30, 2012

ATTENDANCE:

Richard Chadwick	X	Lilikalā Kame‘eleihiwa	E	Ian Pagano	X	Kristin Herrick (Staff)	X	Guests (6)	X
Thomas Conway	X	Bonnyjean Manini	X	Carolyn Stephenson	X			VC Kathy Cutshaw	
Robert Cooney (Chair)	X							VP David Lassner	
								Steven Smith	
								Michael Hodges	
								Mitchell Ochi	
								Osamu Makiguchi	

X= Present

E= Excused Absence

A=Unexcused Absence

SUBJECT	DISCUSSION	ACTION/STRATEGY
CALL TO ORDER	Meeting called to order at 2:45pm	<i>Quorum present.</i>
CHAIR’S REPORT	Chair Cooney reported that the Senate Committee Chair’s retreat with the SEC was held on January 25, 2012 from 2-5pm in the Campus Center Executive Dining Room. Good information and input was shared and received from the Committee Chairs. The senate committees are continuing to make progress on the issues.	<i>Some follow-up from input received in the meeting will be partially covered later in the meeting under administrative report.</i>
ADMINISTRATIVE REPORT	<ul style="list-style-type: none"> Campus Committee Update <ul style="list-style-type: none"> The Graduate Council needs a nursing representative due to a resignation. Faculty member Kristine Qureshi is willing to serve. 	<i>The SEC approved the appointment, with no objections.</i>
	<ul style="list-style-type: none"> SEC/Senate Committee Chairs’ Retreat Follow-ups <ul style="list-style-type: none"> <u>MFS website</u>: the issues index, motions and resolutions forms have been updated on the website. Based on the survey at the retreat Kristin is more aware of which sections of the website are being used by the Chairs. <u>Research Assistant</u>: there is enough need for the SEC to move forward with allocating funds to employ a student research assistant who will primarily assist the senate committee chairs with research related to issues they are working on. Stacey Roberts, Chair of CAPP, from educational administration (EDEA) may know graduate students who would be interested in applying. If there is additional need, there may also be a student willing or able to serve in this capacity through an EDEA internship course. 	<i>Kristin will set priorities related to website updates based on parts of the website most frequently used.</i> <i>SEC approved Kristin moving forward with plans to hire a research assistant, with no objections.</i>

	<ul style="list-style-type: none"> ○ <u>Attendance Policy Update</u>: to successfully implement the new senate attendance policy, committee attendance is needed. The Chairs provided input on the attendance sheets previously distributed. They prefer tracking minutes to acquire attendance information. ○ <u>Other Feedback for the Future</u>: Poll Results from the SEC/Chair's retreat are located at http://hawaii.edu/uhmfs/resources/senate/retreat_survey_2012.html. The questions were generally operational in nature and covered the following topics- <ul style="list-style-type: none"> ▪ E-mail reminders about senate meetings ▪ Senate committee issue referrals ▪ Value of the SEC/Senate Chair/Administration Retreat ▪ Monthly e-mails (summary) to Committee Chair's Listserv ▪ Most used feature on the MFS website ▪ Possible Committee Chair Orientation (in Fall) 	<p><i>We will no longer use the attendance sheets in the committees. Minutes will be used to account for senator attendance at committee meetings.</i></p> <p><i>The input received from the current chairs is valuable and will be used as the SEC makes decisions about implementing poll items.</i></p>
	<ul style="list-style-type: none"> • Fiscal Update, 2011-12 <ul style="list-style-type: none"> ○ The SEC still has some funds available in fiscal year 2012. Should we have a gathering of incoming, continuing and outgoing senate members? A gathering of this nature could help faculty members elected to serve in the senate network and provide for ease in the transition of senates. 	<p><i>The SEC agreed to pursue, without objection, planning a gathering of incoming, continuing and outgoing senate members at College Hill. Kristin will follow up with checking on availability of College Hill on the afternoon/evening following our May senate meeting.</i></p> <p><i>The SEC also approved checking to see if Chancellor Hinshaw would like to host this gathering.</i></p>
MINUTES	The minutes for the 1/23/2012 SEC meeting are not ready for approval.	<i>Add to next week's SEC meeting agenda.</i>
OLD BUSINESS	<ul style="list-style-type: none"> • PBRC Director <ul style="list-style-type: none"> ○ Chair Cooney has been doing some follow-up since the senate passed the <i>Resolution Relating to the UHM Administration's Continuing Effort to Abolish the Pacific Biosciences Research Center and to Close the Kewalo Marine Laboratory</i> on January 18, 2012. ○ The resolution requested that an interim director be appointed within 30 days, it has now been 	<i>The SEC approved, without objection, the recommendation of a UHM faculty member for the PBRC interim director</i>

	<p>12 days since the resolution passed.</p> <ul style="list-style-type: none"> Chair Cooney met with PBRC faculty members to discuss a potential candidate for the interim position and felt that the PBRC faculty members are open to the individual being appointed by VCRGE Ostrander. SEC members reviewed the CV of the faculty member and considered whether to forward the name and CV to VCRGE Ostrander for consideration. 	<p><i>position. The SEC also approved, without objection, that Chair Cooney transmit a letter as well as the CV of the faculty member, on behalf of the SEC, to VCRGE Ostrander requesting that the individual be considered for the position.</i></p>
	<ul style="list-style-type: none"> Campus Parking Rate Increases <ul style="list-style-type: none"> There is a proposal to establish new parking rates for FY 2013-2017 from VC Cutshaw's operations. The proposed parking rate schedule is available at http://hawaii.edu/parking/. If this proposal is passed, parking rates for employees could go up 60% over the next 5 years. Raymond Shito, Manager of Parking Operations/Transportation Services has been asked to do a presentation at the February 15, 2012 senate meeting. Mr. Shito wants to check with the MFS faculty appointee to the parking advisory committee before confirming to do the presentation. The question was also raised as to whether the proposed increase may be an issue for UHPA. 	<p><i>Kristin will follow-up with David Duffy, who is the MFS appointee to the parking advisory committee and Raymond Shito, to confirm the presentation at the February meeting.</i></p> <p><i>Bob Chair Cooney to pose the question to JN Musto at UHPA.</i></p>
NEW BUSINESS	<ul style="list-style-type: none"> Draft of January 18, 2012 Senate Meeting Minutes 	<p><i>SEC members should review the draft and provide Kristin with corrections to the draft. Minutes will go to the senate for approval at the February meeting.</i></p>
	<ul style="list-style-type: none"> Draft of February 15, 2012 Senate Meeting Agenda <ul style="list-style-type: none"> A member of the SEC raised a question about whether there are curricular implications of the Social Science Reorganization Proposal. Kristin has been in contact with CAB- Committee on Budget & Finance, the committee has reviewed it and currently has plans to bring it before the senate at the February meeting. The SEC member inquired if CORGE and CAPP would be reviewing the reorganization proposal. The proposal follows the M3.101 process for consultation and is on a 45-day time frame since being received by the SEC. We have an extension beyond the 45 days already and have agreed to provide the administration with the senate's position on the reorganization by February 17, two days after the February meeting. There may not be enough time for these proposals to go to CORGE and CAPP, however, CAB's Chair, Doug Vincent, indicated in an e-mail to Chair Cooney that he was open to input from CAPP and CORGE on curricular aspects of the proposal. Vincent seems open to further input from the other committees but left it up to the SEC to pursue if it sees fit. 	<p><i>Chair Cooney and Kristin will contact CORGE and CAPP to allow members to take a look at the Social Science Reorganization Proposal and provide any input they have. All input received will be transmitted to CAB for consideration. The item will stay on the February agenda for now, unless otherwise directed by CAB.</i></p> <p><i>It was decided that the CAPP liaison should talk to</i></p>

	<ul style="list-style-type: none"> ○ A member of the SEC raised questions about the motions from CAPP and whether the SEC reviews committee motions before adding them to the Senate Agenda. 	CAPP .
	<ul style="list-style-type: none"> • Committee Reports <ul style="list-style-type: none"> ○ Faculty Housing, the issue of faculty housing is still one that needs to remain on our agenda. It is shared between SEC and CAB. ○ A number of questions and issues have arisen from informal discussions around this issue, which include, but are not limited to: <ul style="list-style-type: none"> ▪ Availability of faculty housing for recruitment and retention of faculty, especially if it is being promised to new hires during the recruitment period ▪ Whether faculty housing should even be something the University works on considering the current economic constraints ▪ Location of sites for future faculty housing development <ul style="list-style-type: none"> • CTAHR faculty member concerns about using the site in Mānoa Valley • Faculty housing, for UHM or UH System, if later, why does it need to be built close to UHM? ▪ Possible purchase of condos ▪ Possible coordination/collaboration with current faculty housing property managers to locate privately owned units that could be rented to UH faculty ▪ Length of time of current resident occupancy ▪ Current priorities for occupancy and how many non-faculty live in faculty housing, length of their lease ▪ Concerns over non-faculty (including staff and graduate students) living in faculty housing ▪ Concerns over possible subletting of apartments in faculty housing ▪ Desire to learn more about the current waitlist and who is on the lists 	<p><i>The SEC will be meeting with VC Cutshaw later in the meeting and will pose some questions to her on the current status of faculty housing.</i></p> <p><i>Bonnyjean still needs to set up a time for Garrett Ito from the Faculty Housing Residents' Tenant's Association to attend and dialogue with the SEC. She will offer him time options at upcoming SEC meetings on February meetings on the 13th and 27th.</i></p>
<p>GUESTS</p> <p>Vice Chancellor Cutshaw, 4-4:30pm</p>	<ul style="list-style-type: none"> • Budget Update <ul style="list-style-type: none"> ○ As of Friday, January 20th, the Governor has restricted UH's budget. The memo should come shortly. The restriction will be approximately \$2.5 million across the system. ○ There is still an expected shortfall for utility costs. VC Cutshaw projects a \$6 million shortfall at Mānoa during this current fiscal year (FY12) with 90% of this being due to utility costs. ○ Mānoa Green Days saved UHM 1-2% in previous years but more buildings/programs are requesting to stay open during MGD so savings for FY12 will likely be less. ○ UHM working on lighting retrofits and photovoltaic options to assist with future cost savings. ○ There was an inquiry from an SEC member and confirmation from VC Cutshaw that the UH system will be keeping another 5% of the RTRF. This additional 5% will not impact the percentage that goes to the departments/PI. 	
	<ul style="list-style-type: none"> • Kuali Update <ul style="list-style-type: none"> ○ The catalog shopping module is scheduled to go live in November 2012. The catalog is expected to offer items that are already considered "price reasonable" so there will be no need to have multiple bids/quotes unless the purchase is for \$2,500 or more. There is some uncertainty at this time on whether the current commerce point/superquote system will interface with the new Kuali system. If it does not, getting separate bids/quotes will be 	

	required for purchases over \$2,500.	
	<ul style="list-style-type: none"> • Faculty Housing <ul style="list-style-type: none"> ○ VC Cutshaw's staff members are looking at two possible sites for a new faculty housing complex. A consultant originally looked into 4 possible sites. ○ Survey data is available documenting how long current faculty members have lived in faculty housing. ○ With new policy drafts, administration is looking at income and years of occupancy as two possible gauges to determine how long faculty members may be allowed to live in faculty housing. Faculty would still have priority to vacancies with staff as a lower priority. ○ The goal is to vet the draft of a new policy later this fiscal year. ○ It was suggested by one SEC member that the administration look into non-UH owned units that can be rented to UH faculty who need housing, perhaps by more collaborative efforts with the current property manager contracted by the University to operate faculty housing. ○ VC Cutshaw confirmed that there are about 200 people on the current waitlist but did not have a breakdown of how many of those people are faculty, staff, and/or administration 	<i>VC Cutshaw will provide the SEC with a report on the 4 sites as well as data on current occupancy and length of time the faculty members have lived in faculty housing.</i>
<p>Vice President Lassner. 4:30-5:00pm</p> <p>Also in attendance from ITS were Michael Hodges, Osamu Makiguchi, Mitchell Ochi, & Steve Smith</p>	<ul style="list-style-type: none"> • Google Migration <ul style="list-style-type: none"> ○ Migration to gmail has started. Roughly 60,000 students have been migrated. ○ A working timeline was presented to continue and complete the migration. ○ User-initiated migrations are on-going. ○ The rest of the migrations will take place during the Spring 2012 semester. ○ All students, staff, faculty, etc... are expected to migrate or indicate another e-mail host they would like their mail to be sent to if they do not want to migrate to gmail/google. ○ UH has its own privacy policies based on the UH contract so users should not be misled by other privacy policies being circulated. ○ The only time anyone reads user e-mails is if it is part of a legal or legitimate university investigation. ○ UH's current IT/E-mail info and policies can be found at: http://hawaii.edu/askus/563 http://www.hawaii.edu/infotech/policies/itpolicy.html http://www.hawaii.edu/infotech/policies/itpolicy.html#appendixa ○ Brief discussion took place regarding a presentation at a future senate meeting. VP Lassner will not be available on dates we have scheduled for future senate meetings. No final decision was made. 	
Adjournment	Meeting adjourned at 5:30pm	