

## EXECUTIVE COMMITTEE MEETING MINUTES

**MEETING DATE:** March 3, 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	Peter Garrod	P	Kathy Cutshaw, VCAFO	2:00 –2:20 pm
John Casken - SEC Secretary	E	Stacey Roberts	P	Carolyn Stephenson (arrived 4:15 pm)	P	Brian Taylor, Interim VCR	2:30 – 3:00 pm
Doug Vincent	P						
Kristin Herrick - Staff	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order at 1:35 pm by Chair Ericson.
<b>REVIEW OF MINUTES</b>	Minutes of February 24, 2014 had been circulated and corrected electronically prior to the meeting.	D. Vincent made a motion to approve the minutes of February 24, 2014 as corrected. Motion passed unanimously.
<b>CHAIR'S REPORT</b>	<p>The Chair welcomed Peter Garrod to the SEC, replacing Halina Zaleski. The Chair reported on conversations with UHPA leadership about setting up a meeting with the SEC to address the broader issues related to the UHM administration consulting with the MFS on issues that may include issues of interest to UHPA.</p> <p>The Chair reported on a request from Michele Carbone, Director UH Cancer Research Center to address the Senate.</p>	<p>The Chair will continue conversations with the UHPA leadership with the hope of having a meeting to address broader issues, inviting the leadership of UHPA and the SEC</p> <p>Carbone will not be invited to speak at the Manoa Faculty Senate.</p>
<b>VISITORS</b>	1. VCAFO Kathy Cutshaw discussed with the SEC the following. A) Legislative Update, B) Faculty	1. A) The legislature is moving toward crossover; there are several bills still alive that might help or might hurt UHM. Bills related to restoring the UHPA raises (3+3) to UH are still alive. Also still alive are

	<p>Housing and C) Parking Rate Increase</p> <p>2. Interim VCR Brian Taylor addressed the following issues. A) Principal Investigator Replacement Policy; B) Office of Research Service Council; C) Indirect Cost Rates, D) Update on the UH Cancer Center and E) Tuition Waivers for Out of State Graduate Assistants on Grant Funds.</p>	<p>bills related to funding deferred maintenance projects, including funds for 22 FTE at the system level for zone maintenance and architects and engineers positions to provide capacity to do all the deferred maintenance. B) Regarding Faculty Housing Policy, the proposed policy is at UH System level being reviewed by UHPA and HGEA, then will go back to a BOR subcommittee and then to entire BOR before implementation. No timetable. C) The SEC alerted the VCAFO that a resolution will be forthcoming from CAB about the proposed parking rate increase. Cutshaw mentioned that the AG's and Governor's office has been notified regarding the BOR public hearing on the proposed parking rate increase. No date has been set.</p> <p>2. A. Bontekoe raise the issue that when CORGE met with ORS Director Fong about the new policy regarding removal of PI's from funded grants, CORGE had noted one paragraph granting broad discretion by the administration to remove PI's from grants and had raised concerns about this. Fong was going to get back to CORGE but had not done so. Taylor reminded the SEC that the administration already can remove PI's from funded grants and the proposed policy provides greater clarify on the process of removing PI's. He agreed that the passage in the draft policy could be of concern and will address it when he next meets with the ORS Advisory Council. B. The SEC asked what the makeup of the ORS Advisory Council was. The ORS Advisory Council is made up of Director Fong, VPR Vasillis Syrmos and Taylor, along with several faculty members. The role of the Council is advisory to Fong. C) Indirect Cost Rates. UH is in the middle of schedule of <a href="#">indirect cost rates</a>, negotiated with Department of Health and Human Services through FY 2017. D. Taylor briefed on progress toward resolution of issues at the UH Cancer Research Center. He can't discuss much because personnel are involved. The SEC reminded Taylor that the Senate has withheld a second resolution to give the administration time to resolve issues. The SEC informed Taylor that Director Carbone had requested speaking at a future Senate meeting. E. All graduate assistantships funded on grant funds come with a tuition waiver. There are no</p>
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		plans to require inclusion of tuition costs on graduate assistantships funded on grants.
<b>OLD BUSINESS</b>	<p>1. UHPA / UH MFS relations</p> <p>2. UH Cancer Center Director Request to Address MFS</p> <p>3. Manoa Public Relations Campaign</p> <p>4. MFS Senator and Graduate Council Vacancies</p> <p>4. Updates on Issues Requiring Action</p> <p>5. Update on Issues Requiring Action</p> <p>6. New Issue: Undergraduate Final Exam Policy</p> <p>7. CAB resolution on Parking</p>	<p>1. The Chair will continue conversations with the UHPA Leadership about setting up a meeting with the SEC to address broad concerns regarding consultation of the UH administration with the Faculty Senate.</p> <p>2. The Chair received a request from UH Cancer Research to Address the MFS. After discussion with the SEC, the decision was made to pass on inviting the Director to speak at MFS.</p> <p>3. Due to lack of support for this initiative and lack of expertise of the SEC, the campaign has been tabled for now.</p> <p>4. K. Herrick has sent reminders. No volunteers have been identified for the Library Services MFS Vacancy or the Graduate Council Vacancies for SCB or TIM openings.</p> <p>4. K. Herrick has sent out reminders to the Shidler College of Business and the Travel Industry Management School on Graduate Council vacancies for these units.</p> <p>No additional actions were taken regarding Issues listed in the agenda.</p> <p>6. Constituents raised concerns about final exam policy that stipulates that "Final exams are required in all undergraduate courses (except writing courses, directed reading, creative arts, research, seminars, internships, and field experiences) and must be taken during the scheduled examination period. No examinations (other than laboratory tests and short quizzes) are allowed during the two calendar weeks before the last day of instruction..." The SEC believed that the policy does not present problems to the faculty and will not be addressing it. K. Herrick will respond to constituent and indicate that he/she may contact a Senator and this issue may be addressed by motion/resolution from the Senate Floor.</p>

	8. Resolution on the Centennial of the Cooperative Extension Service.	<p>7. It is expected that a resolution on the proposed increase in parking rates will be forthcoming for the March Senate Meeting.</p> <p>8. Doug Vincent will have a draft resolution for SEC review and consideration for the March 19, 2014 Senate Meeting</p>
<b>NEW BUSINESS</b>	<p>1. Welcome to Peter Garrod</p> <p>2. COA Liaison</p> <p>3. Senate Secretary</p> <p>4. Agenda for March 10, 2014 SEC meeting.</p> <p>5. Approved Authorization to Plan (ATP) for a Doctor of Philosophy (PhD) in Native Hawaiian Indigenous Knowledge</p> <p>6. MFS RA Hiring</p>	<p>1. Peter Garrod was welcomed to the SEC.</p> <p>2. With the resignation of Halina Zaleski, there is no SEC liaison for COA. But because there are only two more meetings of the committee and that Halina remains a member of the committee, COA will be informed that no new SEC Liaison will be assigned and that any issues from COA should be transmitted directly to the SEC Chair.</p> <p>3. With Halina's resignation, there is no Senate Secretary. The SEC will take turns taking minutes at the Senate Meetings. Doug Vincent will take minutes at the March 19, 2014 Senate and Congress Meetings.</p> <p>4. a. Visitors will include Chancellor Apple and Regents Holzman and Gee. Issues to be raised with them were determined. b. SEC had original scheduled Senator Brian Taniguchi and Representative Isaac Choy. Because of the late addition of Regents, and Legislator's busy schedule, Taniguchi and Choy will be rescheduled if possible.</p> <p>5. Proposal will be assigned to CAPP for review.</p> <p>6 The SEC reviewed finalists for interview for the MFS RA position. Herrick will schedule interviews and invite SEC members via Doodle to attend the interviews.</p>
<b>ADJOURNMENT</b>		Motion to adjourn made by S. Roberts. All approved motion. Meeting adjourned at 4:30 pm.

Respectfully submitted by D. Vincent.

Approved unanimously on 3/10/2014.