

EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: January 30, 2017 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Marguerite Butler -- Chair, excused 4:50 pm	P	Lilikalā Kame'eleihiwa arrived 2:45 pm	P	Peter Mougini-Mark, arrived 2:47 pm	P	Senator Ming-Bao Yue	2:30 pm - 3:00 pm
						i-Chancellor David Lassner	3:00 pm - 4:00 pm
						Robert Cooney	2:45 pm - 5:20 pm
John Casken - Vice Chair	P	Christine Sorensen-Irvine	P				
Kelley Withy -- SEC Secretary, arrived 2:10 pm	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 January 23, 2017 meetings had been circulated electronically before the meeting.	1. Motion to approve the 1/23/2017 minutes by C. Sorensen; seconded by S. Rai. Passed unanimously.
CHAIRS REPORT	1. Update on 1/26 BoR meeting. Review of 2016 annual report on UH metrics from VPAA office and system-level Sustainability office initiatives. Sustainability curriculum planning with planned system certificate. President's report indicated investment in data analytics, land development,	1. No action.

	<p>integrated academic and facilities plan, system level enrollment management, retention, revenue development, retreats and planned public discussion, shared service centers, department level data, and more.</p> <ol style="list-style-type: none"> 2. ACC-FSC organization. 3. CES continuing work without faculty governance bodies. 4. Space, Pathways, Commuter Services hires consulting company. 	<ol style="list-style-type: none"> 2. Discussion of ACC-FSC structure. To discuss with Manoa senate chairs. Consider resolution to clarify “faculty consultation”. 3. Faculty should be the group to develop questions for course evaluation and program review. 4. No action.
ACTION ITEMS	<p>CFS confirms next alternate elected SEC candidate.</p> <p>CFS recommendations to CSA and CFS.</p>	<ol style="list-style-type: none"> 1. Appreciation expressed to Lilikalā for significant service to the institution and for providing an unique perspective, expertise and wisdom to SEC. Motion to invite Ann Sakaguchi to be invited as replacement for Lilikalā made by C. Sorensen and seconded by J. Casken. Passed unanimously. 2. Motion made by C. Sorensen and seconded by J. Casken to nominate Katharina Hanna to CSA. Passed unanimously.
GUESTS	<p>Guest #1- Senator Ming-Bao Yue (2:30 pm)</p> <p>Guest speaker Christopher Newfield at UH Feb 13-15. Focuses on issues in higher education. Arts & Science hosting a brown bag lunch. Public lecture on Monday evening as well as a Wednesday smaller lecture and a master class. Meet and greet with administrators.</p> <p>Guest #2: i-Chancellor D. Lassner (3:00 pm)</p> <p>We have some students and faculty that are advised not to travel out of country, but nobody stranded.</p>	<ol style="list-style-type: none"> 1. Request that Christopher Newfield come to MFS meeting at 4:15. Questions for him: what Hawaii specific data to request; myths of University funding; RCM model. Invite for Friday 2/17 2-4pm for MFS reception. 2. a. Request hold on CES efforts and allow CAPP to

<p>BoR presentation was well received.</p> <p>SEC gave feedback on chancellor candidates. Mixed opinions.</p> <p>Discussion of CES and concern over process at Manoa.</p> <p>Discussion of GEC progress toward benchmarks and best practices. Concerns expressed over GEO.</p> <p>D. Lassner pointed out that we need to be careful to take into account the GE requirements at CCs for the students who transfer in. We must stay cognizant of the ecosystem.</p> <p>Sustainability curriculum concerns discussed. Needs to have sponsoring department at a set campus with academic oversight. There will be a Sustainability Council with a part time faculty.</p> <p>OER-can faculty drive putting readings online to save students money?</p> <p>Appreciation expressed for clarifying letters of hire validity.</p> <p>Budget modeling work ongoing. Working to return portion of funding to units.</p> <p>Manoa internal reorganization to be in February with public fora.</p> <p>Reorganization of Manoa functions to System is ongoing over the MFS objections.</p> <p>Enrollment management-we have to get our numbers up as they are down 2,000-3,000 students. SEC requests to know research on why the drop.</p>	<p>work on them; b. Request to support MFS oversight of GEO; c. Request to find out who is in charge of Sustainability. d. Request to get data on why we are losing students.</p>
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	Approval for development of voice over PowerPoint of UHM presentation to BoR that Marguerite gave last week.	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (LK) – resolution regarding System reorganization being prepared for February MFS. Public Safety issue question. 2. CAPP (CS) – Two resolutions for next meeting: CES and undergraduate research (UROP move). Closed the General Education issue and submitted report on peer institutions. 3. CFS (PMM) – See above. 4. COA (KW) – No report. 5. COR (MB) – No report. 6. CPM (JC) – No report. 7. CSA (PMM) – No report. 8. GEC (SR) – Christine reported that without quorum. Agreed to items described in last week’s minutes: program review and bylaws. 9. MAC (SR) – No report. 10. UHPA (CS) – 1% lump sum each year for two years and employer contribution to medical capped. Lump sum payments do not increase base salaries. 	<ol style="list-style-type: none"> 1. M. Butler to attend next meeting to bylaws recommendations. 2. No action taken. 3. No action taken. 4. No action taken. 5. M. Butler to contact CFS about potential other senators who may be available to serve on CFS. 6. No action taken. 7. No action taken. 8. No action taken. 9. No action taken. 10. No action taken.
OLD BUSINESS		
NEW BUSINESS	<ol style="list-style-type: none"> 1. Changes to IRB requirements (C. Sorensen-Irvine). New requirement for IRB training for NSF or NIH. https://www.hawaii.edu/researchcompliance/responsible-conduct-research 2. Resolution on BoR live streaming. 3. Tax clearance required by RCUH to pay foreign campuses for student activities. 4. Prepare 1/30/2017 SEC agenda 	<ol style="list-style-type: none"> 1. Refer to COR for consideration. 2. Will send resolution to BoR again in the interest of transparency. 3. Consider bill for exemption. Discuss with D. Lassner at his next visit. 4. No action taken.
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on February 6, 2017.	Motion to adjourn by K. Withy, seconded by S. Rai. All approved the motion. Meeting adjourned at 5:20 pm.

Respectfully submitted by Kelley Withy
Approved unanimously on February 6, 2017.