

**FACULTY SENATE  
EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** August 8, 2011

**ATTENDANCE:**

|  |   |                    |   |                        |   |                    |
|--|---|--------------------|---|------------------------|---|--------------------|
| Robert Cooney, <i>Chair</i>                  | X | Susan Hippensteele | E | Kristin Herrick, Staff | X | Chancellor Hinshaw |
| Bonnyjean Manini, <i>Vice Chair</i>          | X | Halina Zaleski     | E |                        |   | VCRGE Ostrander    |
| Richard Chadwick, <i>Secretary</i>           | X | Martin Rayner      | X |                        |   | VCAA Dasenbrock    |
| Lilikala Kame‘eleihiwa, <i>SEC Secretary</i> | E | Shirley Daniel     | E |                        |   | VCSA Hernandez     |
| Thomas Conway                                | X |                    |   |                        |   | VCAFO Cutshaw      |
| Ian Pagano                                   | X |                    |   |                        |   |                    |

| SUBJECT                                     | DISCUSSION   | ACTION  |
|---|--|---|
| CALL TO ORDER                               | 15:03  |   |
| ANNOUNCEMENTS                               | None.  |   |
| CHAIR’S REPORT                              | None.  |   |
| ADMIN REPORT                                |  |   |
| ➤ COMMITTEES<br>(FOLLOW-UP)                 | CFS (replace K. Davis): Benito Quintana (confirmed)<br>Grad Council – Marie-Christine Garneau (confirmed)<br>MAC – Adam Pang (confirmed)<br>CSA – need one Senator (awaiting CFS appointee)                |   |
| ➤ INTRODUCTION<br>E-MAIL & FIRST<br>MEETING | Draft Introductory E-mail provided in folder and sent to SEC by e-mail<br>Printed doodle schedulers for each committee; as well as complete membership list and issues were available for<br>SEC liaisons. |   |
| ➤ SEC/ADMIN<br>RETREAT                      | SEC/Admin Retreat – Oct 12; Ag. Sci; final e-mail to all has been sent to inform all of location and solicit agenda<br>items from administrators; next step is for SEC to make agenda.                     |   |
| ➤ I-CLICKERS                                | I-Clickers – awaiting budget (2 weeks)   |   |
| MINUTES                                     | The SEC voted unanimously to approve the 08/1/2011 minutes as amended.   | <i>KH will post the<br/>minutes to the web.</i> |
| OLD BUSINESS                                |  |   |

*SEC minutes of July 11, 2011*

| SUBJECT  | DISCUSSION   | ACTION   |
|--|--|--|
| <p>➤ <b>ELECTION AUDIT (FOLLOW-UP)</b></p> <p>➤ <b>SENATE/UHPA COMMITTEE</b></p> <p>➤ <b>INSTANT TENURE</b></p> <p>➤ <b>FACULTY APPOINTEES</b></p> | <p>MSP to make public the SEC audit report. It was agreed to refer issues raised in the audit report, to CFS through the SEC liaison. A report from CFS on the evaluation of the audit should be completed by CFS by the end of the fall semester (December).</p> <p>Joint Senate/UHPA committee. Consensus was that either UHPA or the SEC may request that the joint committee convene.</p> <p>Inquiry was made as to whether there are sufficient guidelines regarding decision-making procedures with respect to “instant tenure” appointments. The inquiry was referred to CPM for consideration.</p> <p>University Research Council appointments. Discussion: inquiry was raised about processes used to find and appoint faculty to the URC. This raised a broader question about the processes currently used to seek faculty service in a wide variety of administratively appointed committees which recommend distributions of funds and conferral of awards and positions on faculty, evaluate programs, and so on. It was noted that one of the more burdensome aspects of the process is simply finding enough faculty to serve, and insuring that they have been adequately briefed on relevant university policies and practices. Most recently, for instance, it has been noted that an inordinate amount of administrative resources go to filling the numerous TPRCs appointed every year. Consensus was reached that a pool or pools of nominees for such committee duty may be solicited by administrators or CFS, but to be fully consistent with the principles of faculty governance, as well as to lighten the administrative burden, all faculty appointments to such administrative committees should be vetted through CFS, with administrators making the final selection and briefing the selected faculty. This recommendation is referred to CFS for further evaluation. The SEC shall also solicit the views of administrators on this subject as they visit future SEC meetings.</p> | <p><i>KH will add this to CPM’s charges.</i></p>   |
| <p><b>NEW BUSINESS</b></p> <p>➤ <b>LIAISON SELECTION</b></p> <p>➤ <b>USGS FISHERIES</b></p> <p>➤ <b>RULES OF ORDER</b></p>                         | <p>Liaison selection: SEC members assigned themselves the following liaison duties</p> <ul style="list-style-type: none"> <li>• CAB – Robert Cooney</li> <li>• CFS and COA – Ian Pagano</li> <li>• CPM, CSA – Bonnyjean Manini</li> <li>• CAPP, MAC – Tom Conway</li> <li>• CORGE – Lilikala Kameeleihiwa</li> <li>• GEC – Richard Chadwick</li> </ul> <p>USGS Fisheries Unit reorganization – Reorganization plans should go through the usual faculty channels, hence the SEC will invite relevant parties involved in current reorganization issues to discuss such as soon as possible at a future meeting, to provide insight. Of interest is whether the fisheries reorganization issue may be related to recent changes in BOR amendments to bylaws, which in turn may be inconsistent with the current UHPA contract.</p> <p>MSP to include rules of order with the bylaws to be reviewed and updated by CAB.</p>  | <p><i>KH to add to website, listservs, membership liusts.</i></p> <p><i>KH to add to CAB’s</i></p> |

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|-------------------------|--|---|
| ➤ <b>DOCUMENTS</b>      | Senate Document Review – SEC members should note issues for next week, to pass on to CAB. Focus on bylaws, charter and rules of order. Task CAB to review. See online Faculty Senate Resources at <a href="http://www.hawaii.edu/uhmfs/resources/index.html">http://www.hawaii.edu/uhmfs/resources/index.html</a> New faculty chairs need an orientation session, probably by Kristin. | <i>charges.</i><br><br><i>KH will send documents.</i> |
| ➤ <b>BOR AMENDMENTS</b> | Upcoming: discussion of BOR amendments. Copies of the BOR amendments should be sent out to Faculty Senate and committee members.   | <i>KH will send Rules of Order.</i>                   |
| <b>ADJOURNMENT</b>      | Meeting adjourned at 17:25.  |   |