

EXECUTIVE COMMITTEE

MEETING MINUTES

MEETING DATE: May 6, 2019 **1:45 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Brian Powell, Chair excused 3:20 PM and return 3:45 PM	P	David Duffy, Vice-Chair, acting chair at 3:20 PM to 3:45 PM.	P	Ann Sakaguchi, SEC Secretary	P	VCAFO Kathy Cutshaw	2:00 PM - 3:00 PM
Stacey Roberts, MFS Secretary	P	Jennifer Griswold arrived at 1:55 PM.	P			President & UHM CEO David Lassner	3:15 PM - 4:00 PM
Carolyn Stephenson, excused 4:08 PM	P	David Ross arrived at 2:13 PM.	P	John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION		ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER			The meeting was called to order by Chair B. Powell at 1:45 PM.
REVIEW OF MINUTES	1. The minutes of the 4/29/19 Senate Executive Committee meetings were circulated electronically.		1. A motion was made by C. Stephenson to approve the 4/29/19 Minutes and seconded by D. Ross. The minutes were approved unanimously in support.
CHAIR'S REPORT	1. SEC Election unofficial results (J. Kinder)		1. No action was taken.
ACTION ITEMS	1. CFS has certified the 2019 SEC election results and recommending approval by the SEC. Four senators were elected James Potemra, Tom Conway, Truc Nguyen, and Paul McKimmy. The alternate elected SEC member is Thane Messinger.		1. A motion by D. Duffy to approve the 2019 SEC Election results; seconded by C. Stephenson. The motion was approved unanimously.

<p>GUESTS</p>	<p>1. VCAFO Kathy Cutshaw (2:00 PM)</p> <p><u>Parking Joint Task Force</u> - The SEC asked about the establishment of the Parking Joint Task Force as a follow up to the BOR meeting where the BOR agreed to President Lassner's proposal that the BOR approve the rates first and a committee to review the fees will be established later by Lassner. Cutshaw said that she takes responsibility for not getting that committee together but will do so by Fall. SEC reminded her that it needs to be a joint task committee with faculty members. Cutshaw agreed to ask the MFS for faculty names in Fall.</p> <p><u>Phase II</u> - Michael Bruno has convened the sub-committees except for that of the CBO. Cutshaw said the functions for that position would be discussed primarily with Campus operations staff and that faculty involvement was not necessary. The SEC pointed out that to whom the CBO reports to was one of the primary concerns expressed in the MFS resolution. She suggested that since we are meeting with President Lassner after this, that we should ask him what is happening with the CBO's reporting line. When asked about the meeting she had planned with VP J. Gouveia before her vacation, she said she had canceled that meeting. SEC reminded Cutshaw that some of the SEC members would be rotating off and four (4) new SEC members will be coming on board. Cutshaw emphasized that the work needs to keep going and the work on Phase II cannot wait till August. She felt that it makes more sense to keep Manoa operations on campus vs. at system. She noted that currently, UHM handles the bookstore operations for the entire system. Revenues cannot exceed expenses by State statutes and but if they do, revenues are kept within the revenue-generating operations and are not distributed to offset other campus expenses.</p> <p><u>BOR Phase II Updates</u> - The SEC asked about the monthly updates that the President has committed to the BOR on the Phase II reorg. She said that according to her recollection, it was not 'monthly,' just 'regularly.'</p>	<p>1. No action was taken.</p>
----------------------	--	--------------------------------

State Travel - The SEC asked whether Cutshaw can check if UH can be a part of the State contract for neighbor island air travel, as fare costs are considerably less, no agency/baggage/ change fees are assessed, boarding priority is better, with access to better seat choices at time of purchase. Although Cutshaw said this would be a question for VP J. Gouveia, she said she would raise the matter with her.

Indemnification- GC Okinaga/VP J. Gouveia/VP for IT G. Yoshimi have met and discussed the matter and are working on finding solutions to the issues. Meantime, software purchases such as Survey Monkey and other commonly used software programs were approved for purchase. If the FO/AO has problems with the purchases, Cutshaw suggested that they contact Lori Inouye in her office or Sandy French in the Finance and Accounting Office.

Early projections of enrollments show increases as follows: non-residents:2%; international:12%; transfer students: flat; first-time freshmen:12%. Not all are expected to attend. A major reason for the increase is that this year, the application fees were waived. The SEC asked that about 1-½ years ago, Bruno mentioned that if we had 50 more students at the medical school, we could cover all of the financial expenses. Cutshaw said that this was overly optimistic and that it depends on if they are fully paying students -- if they receive financial aid, graduate student tuition waiver, discounts and so forth, an additional 50 students will not solve the problem.

2. President/UHM CEO David Lassner (3:15 PM)
The SEC asked the President about the status of CBO subcommittee to discuss the reporting line for that position, as suggested by Cutshaw. It was pointed out that whom the CBO reports to was one of the major concerns of the MFS resolution. The President said that while he is willing to discuss this issue with the SEC it was clear to him that we are not in agreement and stated he is not willing to

2. No action was taken.

	<p>discuss this again with the larger faculty body. The SEC agreed to have this important conversation on the CBO position with the President versus a sub-committee, contrary to what was originally proposed for Phase II.</p> <p>3. The SEC asked President Lassner about the status of the WASC draft. He thought that everything went well as he had not heard otherwise. The President said he did not attend the last meeting because he was at the Awards Ceremony. The President noted that the WASC document is not where the ‘Native Hawaiian Place of Learning’ concept should be resolved.</p> <p>The SEC asked about the legislation related to reducing the BOR members from 15 to 11 members. Lassner said it had passed. Lassner did not take a position on the issue as he is under advisement by the BOR to remain uninvolved.</p> <p>FAR Hire- The SEC asked about the status of the FAR hire. The President said that he is about to appoint the FAR and he will send a note to the FAR Search Committee and to Chair Powell to inform them of his decision.</p> <p>SR 149 -- The SEC asked what UH’s position was on this resolution. He stated that the question of equivalencies would have to be addressed on a long-term basis.</p>	
--	---	--

**COMMITTEE
REPORTS**

- | | |
|--|---|
| <ol style="list-style-type: none">1. CAB (AS) – No report.2. CAPP (CS) – CAPP had its final meeting of the year May 1, finalized a letter on the proposed Sustainability Certificate, worked on a draft checklist for internal CAPP program review, and discussed continuing problems with the CES implementation. Constructed tentative list of issues to pass on to next CAPP: Sustainability Certificate, review of implementation of CES, grade replacement policy, “back credits” prior learning assessment, review of system draft executive policy on student participation verification, and coordination with Grad Council on Senate grad program and course review.3. CFS (DR) – Did not meet, but has been checking SEC election results offline. CFS held an e-vote via listserv and unanimously certified the 2019 SEC Election results.4. COA (JG) – Had its final meeting of the year on Wednesday, May 1, 2019. They went on a tour of the Nagatani Center.5. COR (DD) – No report.6. CPM (SR) – CPM had its final meeting of the year Wednesday, 5/1/19 in HH 208. The committee reviewed a letter from system VPRI V. Syrmos explaining how Conflict of Interest issues are handled in the system in response to a request from CPM made in January 2019. The committee decided that the letter addressed their questions adequately and accepted it. There was a discussion of the issue of how Principal Investigator changes are being made on grants, particularly regarding junior faculty being removed as PIs on grants. Chair A. Brown said she had contacted UHPA about the issue but was told they aren’t involved in the matter and had no information to share. She felt that the committee should pursue the matter further next year, and urged the members, particularly the carry-over members, to move to get the information next year from deans and directors, given how apparently | <ol style="list-style-type: none">1. No action was taken.2. No action was taken.3. No action was taken.4. No action was taken.5. No action was taken.6. No action was taken. |
|--|---|

	<p>common this may be in various units. There was a motion to do so, which passed.</p> <p>7. CSA (JG) – Had its final meeting of the year on Wednesday, May 1, 2019 in HH 208. They reviewed the retention of the records and decided that it was reasonable and planned on sending a response. They also discussed what they would summarize for the final MFS meeting on 5/8/19.</p> <p>8. GEC (CS) - GEC had an extra meeting on 5/3/19 from 2:30 to 4 p.m., primarily to discuss the proposed Assessment Plan.</p> <p>9. CEE (DR) – No report.</p> <p>10. UHPA (AS) – No report.</p> <p>11. WASC (CS) – WASC “Reaffirmation Committee” met 4/29/19 to examine and revise the final draft of submission of “Thematic Pathway for Reaffirmation” (TPR). C. Stephenson submitted SEC’s 4/29/19 recommendations. Final TPR was revised and submitted to WASC as due May 1.</p>	<p>7. No action was taken.</p> <p>8. No action was taken.</p> <p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</p>
UNFINISHED BUSINESS	1. None	
BUSINESS	1. None.	
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on 5/13/19, in Hawaii Hall 208.	Motion to adjourn by D. Duffy; seconded by S. Roberts. Meeting was adjourned at 4:10 PM.

Respectfully submitted by Ann Sakaguchi, SEC Secretary
Approved on May 13, 2019.