

EXECUTIVE COMMITTEE
MEETING MINUTES

MEETING DATE: February 9, 2015 **1:30 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Ron Bontekoe - Chair	P	Bob Cooney – Vice Chair	P	Doug Vincent – Secretary	P	Vice Chancellor for Administration, Finance and Operations Kathy Cutshaw	2:00 pm – 2:30 pm
Kelley Withy	E	Peter Garrod	P	Ashley Maynard	E	Interim Vice Chancellor for Research Brian Taylor	2:30 pm – 3:30 pm
Stacey Roberts	P					Duane Stevens, Senator	1:30 pm – 4:00 pm
Lorna Ramiscal - Staff	P	Rebecca Fraser - Staff	E				

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Bontekoe at 1:30 pm
REVIEW OF MINUTES	1. The minutes of February 2, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by D. Vincent to approve the minutes as amended; second by P. Garrod Passed unanimously.
CHAIRS REPORT	Chair Ron Bontekoe reported. 1. Negotiations between UHPA and UH on the roles of UHPA and Faculty Senates are ongoing. A settlement appears imminent.	1. The SEC will monitor.
GUESTS	Vice Chancellor for Administration, Finance and Operations Kathy Cutshaw 1. CD Budget model for next year. VCAFO Cutshaw briefed the SEC on the presentation on the Budget Task Force to be given to the Faculty Senate on 2/18/2015. Interim Chancellor Bley-Vroman asked Kathy and VCAA Dasenbrock to make a	1. The SEC thanked VCAFO Kathy Cutshaw for the discussion.

	<p>presentation but Dasenbrock will be away. Cutshaw will give a status report as the work of the Budget Task Force and the “CD” model which will be implemented on July 1, 2015. The intent is to improve the transparency of budget allocations but they don’t have all the data yet, especially for costs. The “CD” model is a combination of a “revenue-based allocation model” and an “activity-based model”. Briefly, overall base budgets will be level for FY 2016 but the percentage of tuition dollars (S funds) and G funds will be adjusted such that units with instructional programs will receive 38.5% of net net tuition. The formula for tuition allocation will be based upon 50% Student Semester Hours (SSH), 25% enrollment and 25% degrees granted. 10% will be taken off the top for other innovative programs. In the first, year, budgets won’t change, they will be readjusted between G funds and tuition funds. They may implement a rolling 3 year average.</p> <p>Interim Vice Chancellor for Research Brian Taylor 2:30 pm – 3:30 pm</p> <ol style="list-style-type: none"> 1. UARC Reports? (Supervisory mechanisms). The SEC is supposed to be receiving annual reports on the activities of the UARC. Taylor reported that the director of the UARC reports to Vassilis Syrmos, the Vice President for Research and Innovation. Questions from the SEC should be directed to Syrmos. 2. Interim VCR Taylor reported on the formation of a Research Advisory Council (RAC) to advise the OVCR with the aim of fostering the continued success of UH Manoa research and scholarship, and serve as the faculty and staff working group to address research issues in the new strategic plan. The RAC will advise the VCR on issues such as building human capital, improved shared use instrumentation and facilities, providing excellence in research compliance, optimizing the ORU, coordinating interdisciplinary and limited opportunity research proposals and improving the 	<ol style="list-style-type: none"> 1. The SEC will contact the VPRI Office for an update on the status of UARC. 2. Working through CoRGE, the SEC will submit a list of nominees to serve on the RAC. The SEC thanked Interim VCR Taylor for the discussion.
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	<p>communication of research. Taylor was seeking advice on how to populate this group with appropriate faculty. He was seeking faculty with appropriate experience, such as National Academy members, those managing large facilities, those involved in STEM fields and other particular qualifications.</p> <p>3. Preliminary thoughts on the Cancer Center and JABSOM relationship and structure --This item was not discussed with Interim VCR Taylor.</p>	<p>3. The SEC will continue to monitor and address this with Taylor at our next meeting with him.</p>
COMMITTEE REPORTS	<p>1. No committee reports</p>	<p>1. No action taken by the SEC.</p>
OLD BUSINESS	<p>1. Motion for Bylaws Change – The SEC discussed proposed language for the change in bylaws regarding the reconfiguration of Grad Council and Committee on Research.</p> <p>2. Manoa Interim Report to WASC</p> <p>3. CoA listserv spamming problems – the discussion concerned significant spam emails sent to several MFS committee listservs. The decision was made to take them private and each faculty member on the committees will be “subscribed” to the list serves.</p> <p>4. New Committee Assignments for unassigned Senators. Due to turnover in Senate members, replacement Senators had not been assigned to committees. The SEC reviewed draft committee assignments for unassigned Senators.</p>	<p>1. Chair Bontekoe will circulate proposed language electronically and the SEC are to vote either in favor or opposed to the new language.</p> <p>2. The SEC reviewed the Interim Report submitted to WASC with no concerns.</p> <p>3. Lorna will work with Rebecca and Ian Pagano to take the list serves private.</p> <p>4. Motion to approve the assignments of Senators to MFS committees by D. Vincent. The second was made by P. Garrod. Unanimously approved. Lorna will inform the Senators as to their committee assignments and inform the committee chairs as to the new membership.</p>
NEW BUSINESS	<p>1. Agenda for the Faculty Senate Meeting on February 18, 2015</p>	<p>1. The agenda for the February 18, 2015 Faculty Senate Meeting</p>

	<p>2. Agenda for the February 23, 2015 SEC Meeting.</p> <p>3. Resignation of Lorna Ramiscal – Lorna, the MFS administrative assistant announced her resignation effective February 24, 2015.</p>	<p>was developed and approved.</p> <p>2. The agenda for the February 23, 2015 SEC meeting was developed.</p> <p>3. The SEC and Chair Bontekoe will advertise for a replacement for Lorna.</p>
ADJOURNMENT	Due to the President's Day Holiday on February 16, 2015, the SEC will not meet. The next SEC meeting will be on Monday, February 23, 2015 at 1:30 pm in HH 208.	Motion to adjourn was made by P. Garrod and seconded by D. Vincent. All approved the motion. Meeting adjourned at 4:20 pm

Respectfully submitted by Doug Vincent, SEC Secretary.

Approved unanimously on February 23, 2015.