

**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** February 23, 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	David Ericson, FAR	2:00 pm – 2:30 pm
Kelley Withy	P	Peter Garrod	P	Ashley Maynard	E	Duane Stevens, Senator	1:30 pm – 4:00 pm
Stacey Roberts	P						
Lorna Ramiscal - Staff	P	Rebecca Fraser - Staff	E				

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Bontekoe at 1:30 pm
<b>REVIEW OF MINUTES</b>	1. The minutes of February 9, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by P. Garrod to approve the minutes as amended; second by S. Roberts. Passed unanimously.
<b>CHAIRS REPORT</b>	Chair Ron Bontekoe reported. 1. Chair Bontekoe reported that the MOU between UHPA and UH System about which issues are to designated to UHPA or Faculty Senates or to both organizations has been approved by both parties and is now in force. 2. Based upon the discussion last week with Brian Taylor, the SEC will request the VPRI on the status of the UARC reports. 3. Vice-Chair Cooney reminded Chair Bontekoe that he needs to remove himself as the presiding officer of the Senate if he's going to advocate a position in any debate. Concerns have been raised that the Chair has been using the power of the pulpit to advocate positions. If he wishes to participate in the debate and advocate a position, the Chair needs to ask another SEC member to Chair the Senate during that time.	1. The SEC will monitor.  2. A memo will be sent to the VPRI office.  3. Chair Bontekoe accepted the criticism and apologized to the SEC for his actions.

<b>GUESTS</b>	<p>David Ericson, FAR</p> <p>1. The use of Committee on Athletics (CoA) to serve on the Athletics Advisory Board (AAB). David Ericson, the Faculty Athletics Representative (FAR) approached the SEC about a proposal to use the membership of the MFS Committee on Athletics to serve as part of the membership of the AAB. The ABB advises the Chancellor on issues related to the Athletic program. Currently the FAR chairs the AAB, the Athletics Director serves with members of the AD's staff, a student athlete along with faculty membership. The NCAA expects that these advisory committees be made up primarily of faculty. Ericson proposes that the duties of CoA be amended to serve as part of the AAB. The SEC requested the charter and/or bylaws of the AAB. The SEC is supportive of this change but it will require amendment of the MFS bylaws.</p>	<p>1. The SEC agreed with the proposal and referred the matter to the Committee on Athletics (CoA) to develop a resolution to change the bylaws adding service on the AAB as part of the duties of CoA. CoA will have to work with CAB to bring the resolution to the full Senate.</p>
<b>COMMITTEE REPORTS</b>	<p>1. MAC -- MAC is working with the Departments of Microbiology and Geography to improve their assessment reporting.</p> <p>2. CFS – CFS is meeting next week.</p> <p>3. CAB – CAB met with Kathy Cutshaw on February 11, 2015. Kathy presented a preliminary version of the status report to the MFS. CAB will address the CASSAS reorganization at its March 11, 2015 meeting for presentation at the March 18, 2015 Senate Meeting.</p> <p>4. CAPP -- did not meet.</p> <p>5. CPM – Ashley Maynard is traveling so no CPM report</p> <p>6. CoA – Kelley Withy reported briefly on the COIA meeting she attended. Interviews for the Athletics Director are underway.</p> <p>7. GEC – Stacey Roberts reported briefly that the new faculty director is in place.</p>	<p>1. No SEC action taken.</p> <p>2. No SEC action taken</p> <p>3. No SEC action taken.</p> <p>4. No SEC action taken</p> <p>5. No SEC action taken.</p> <p>6. CoA will draft amendments to the bylaws adding service to AAB as part of the duties. (See above)</p> <p>7. No SEC action taken.</p>

<b>OLD BUSINESS</b>	1. No old business	1. No SEC action taken
<b>NEW BUSINESS</b>	<p>1. A resolution regarding replacement of the Foundations Symbolic Reasoning (FS) General Education Core Requirements with a Foundations Quantitative Reasoning (FQ) core requirement</p> <p>2. A resolution regarding replacement of the Foundations Symbolic Reasoning (FS) General Education Core Requirements with a Foundations Quantitative Reasoning (FQ) core requirement and replacement of one of the Writing-Intensive Focus requirements with a Quantitative-intensive Focus Requirement.</p> <p>3. Job description and application pool for Senate Assistant. Discussion centered around the open position and about whether we should go forward with the current APT position and potentially risk having to hire a priority 1 applicant. At the moment there are no priority 1 applicants. Several applications have been received. The APT position was opened on February 17, 2015 and will close on March 4, 2015. Lorna was asked about the position and she suggested that the position requires strong web skills. Much of the information is available on the MFS website but isn't readily available, e.g. attendance records. Considerable time is necessary to mine the website to answer questions to the MFS office. Alternatives discussed were to pull the position and try and hire two graduate assistants. The problem would be getting approval for a new APT position should GA's not work out. The other suggestion was to potentially hire a casual hire to fill in while we await the filling of the position.</p> <p>4. Impending visit by Longanecker to discuss Manoa/system relationship. The SEC raised concerns about not being able to meet with the consultant David Longanecker, President of WICHE. Currently Chair Bontekoe is scheduled to meet with the consultant as part of the ACCFSC.</p>	<p>1. The SEC discussed this resolution and referred this resolution to GEC for review and recommendation.</p> <p>2. As above, the SEC referred this resolution to GEC for review and recommendation.</p> <p>3. Lorna's last day is February 24, 2015. The SEC will go forward with interviews for the APT position. Review of applicants will commence after the position closes. The Chair asked for volunteers to review applicants and conduct interviews. The Chair will also review the budget to see if we could hire a "casual hire" for a short period to assist the office until the permanent position is filled.</p> <p>4. The Chair polled the SEC about availability to meet with Longanecker on 2/26/2015. Chair Bontekoe will inquire with the secretary about getting a visit.</p>

	<p>5. Decorum during Senate meetings and disciplining of abuse. Chair Bontekoe proposed a motion to amend the MFS Rules of Order to address the outburst directed at VCAFO Cutshaw and Chair Bontekoe at the 2/18/2015 MFS Meeting. Robert's Rules of Order is not obvious in potential disciplinary actions to be taken when a Senator is being indecorous. The SEC Chair provided draft language. Briefly, the Chair will stop proceedings and request a public apology of the indecorous individual. If the individual refuses, the Chair may request a motion to expel the Senator from the meeting. If the motion passes with a majority vote, the Senator is to be expelled from the meeting. Provisions were also included for repeat offenders.</p> <p>6. Agenda for the SEC meeting on March 1, 2015</p>	<p>NB. Longanecker is not available but we may still be able to meet on 2/27.</p> <p>5. Motion to submit the motion to the full Senate for amendment of the MFS Rules of Order. Motion: K. Withy; Second: S. Roberts. Vote: 4 in favor, 1 opposed, 1 abstention.</p> <p>NB: After the meeting the motion was amended from majority vote to 2/3 majority for expulsion in keeping with Robert's Rules of Order. With that change, and re-vote, the final tally was 5 in favor, 1 abstention.</p> <p>6. The SEC developed an agenda for the SEC meeting on March 1, 2015.</p>
<b>ADJOURNMENT</b>	The next meeting of the SEC will be on Monday, March 2, 2015.	Motion to adjourn was made by P. Garrod and seconded by K. Withy. All approved the motion. Meeting adjourned at 4:10 pm

Respectfully submitted by Doug Vincent, SEC Secretary.

Approved unanimously on March 2, 2015.