

## EXECUTIVE COMMITTEE MEETING MINUTES

**MEETING DATE:** July 6, 2015    **1:30 pm**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Bob Cooney – Chair	P	Stacey Roberts	E	Doug Vincent – Secretary	P	Interim Chancellor Robert Bley-Vroman	2:00 pm – 2:35 pm
Kelley Withy	P	Peter Garrod	E	Ashley Maynard	P	Lynne Wilkens – Cancer Center, President UHCC Faculty Senate	3:05 pm – 3:40 pm
Marguerite Butler	P	Sarita Rai, until 3:30 pm	P	Jeff Kuhn, until 3:45 pm	P		
Bonnyjean Manini	P	John Kinder – Staff	P				

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Bob Cooney at 1:35 pm
<b>REVIEW OF MINUTES</b>	1. The minutes of June 29, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by K. Withy to approve the minutes as amended; second by S. Rai. Passed unanimously.
<b>CHAIRS REPORT</b>	1. The Chair and the SEC reviewed the meeting last week with President Lassner. The SEC was quite pleased with the meeting but there was concern that President Lassner did not feel similarly.	1. Chair Cooney will send a follow up email to President Lassner thanking him for the meeting and assuring Lassner of the SEC's willingness to work with the President.
<b>SEC ELECTION FOR AY2015-2016</b>	1. Chair Cooney turned over the meeting at 1:40 pm to Doug Vincent, SEC Secretary to conduct the election of the slate of officers for AY2015-2016. The SEC moved into executive session. The balloting for offices was conducted by iClicker, if necessary. Jeff Kuhn, on Maui, texted John Kinder his vote which was registered by iClicker. The SEC left executive session at 1:50 pm and Chair Cooney resumed the Chair.	1. The following officers were elected: <ul style="list-style-type: none"> <li>SEC Chair: Bob Cooney, by acclamation.</li> <li>SEC Vice-Chair: Marguerite Butler, by 5-2 vote.</li> <li>Mānoa Faculty Senate Secretary: Ashley Maynard, by acclamation</li> <li>SEC Secretary: Kelley Withy, by acclamation.</li> </ul>

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>COMMITTEE LIAISONS FOR AY 2015-2016</b>	<p>2. The SEC members agreed to serve as liaisons to the following committees:</p> <ul style="list-style-type: none"> <li>a. Academic Policy and Planning (CAPP) – Marguerite Butler</li> <li>b. Administration and Budget (CAB) – Sarita Rai.</li> <li>c. Assessment (MAC) – Bonnyjean Manini</li> <li>d. Athletics (COA) – Kelley Withy</li> <li>e. Faculty Service (CFS) – Jeff Kuhn</li> <li>f. General Education (GEC) – Bonnyjean Manini</li> <li>g. Professional Matters (CPM) – Sarita Rai</li> <li>h. Research (COR) – Ashley Maynard</li> <li>i. Student Affairs (CSA) – Bob Cooney</li> <li>j. University of Hawaii Professional Assembly (UHPA) – Jeff Kuhn.</li> </ul>	<p>2. The SEC members will take responsibility to convene and organize the committees for the upcoming academic year.</p>
<b>ADDITIONS TO THE AGENDA</b>	<p>1. Committee Assignments – John Kinder provided a listing of those Senators who requested preferences in committee assignments. The SEC made tentative committee assignments based upon preferences indicated. The SEC also assigned Senators who had not indicated a preference as needed.</p>	<p>1. The list will be reviewed and finalized at the July 20, 2015 meeting. After which Senators will be informed of their committee assignments for the AY 2015-2016.</p>
<b>GUESTS</b>	<p>Interim Chancellor Robert Bley-Vroman 2:00 pm – 2:35 pm.</p> <p>1. Natural Sciences Interim Dean. The following individuals from Natural Sciences (CNS) attended the meeting:</p> <ul style="list-style-type: none"> <li>a. Erik Geuntner – Math</li> <li>b. Jennifer Shotwell – CNS Asst. to the Dean</li> <li>c. Linda Voong – HR Specialist, CNS</li> <li>d. Eric Szarmes, Physics</li> <li>e. Mary Hoffman, Operations Director, CNS</li> <li>f. Pui Lam, Physics</li> <li>g. Martha Crosby, ICS</li> </ul> <p>SEC Chair Cooney, SEC members Butler, Kuhn, Manini, Rai and Vincent met with CNS Department Chairs and CNS Dean's Office staff on July 2, 2015 to discuss the selection process of the Interim Dean of CNS. Following the meeting a proposal was received by the SEC from a group of CNS Chairs and faculty establishing a process for reviewing and selecting an individual to serve as Interim Dean of CNS. An Interim Dean Review Committee (IRDC) will be formed to include one representative from each CNS Department</p>	<p>1. Martha Crosby agreed to convene the IRDC and serve as the point of contact.</p> <p>Chair Cooney reminded the CNS faculty and staff that the SEC's role was not to dictate the selection process but encourage CNS faculty participation in the selection process developed by CNS faculty. The SEC will play no further part in the process unless requested by CNS faculty.</p> <p>The SEC thanked the CNS faculty and staff who attended the meeting and the Interim Chancellor for his time</p>

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
	<p>and one representative from the CNS office staff. No candidates for Interim Dean will be permitted to serve on the IRDC. The proposal was reviewed by Interim Chancellor Bley-Vroman, who had no particular concerns about the process. The only serious issue is the need to complete the work quickly because of the logistics required to get the appointment before the UH Board of Regents. The Chancellor urged the IRDC to move expeditiously and attempt to provide a recommendation with comments to the Chancellor well before the proposed July 20, 2015 deadline.</p> <p>Lynne Wilkins, UHCC, President, Cancer Center Faculty Senate, 3:05 pm – 3:40 pm.</p> <ol style="list-style-type: none"> <li>1. Cancer Center Resolutions. The SEC received two resolutions from the UHCC Faculty Senate on July 2, 2015. The resolutions recommend beginning the search immediately for a new permanent director of the UHCC and to ask the Interim Chancellor to name a new Interim Director of the UHCC (replacing Dean Jerris Hedges). B. Manini reminded Wilkins that the resolutions do not require MFS approval but rather can be sent directly to the Interim Chancellor. The existing wording requires the MFS SEC to endorse and send the resolutions forward. Wilkins outlined the content of the resolutions and the concerns raised by many UHCC faculty about the current leadership. A question was raised whether Hedges is serving as the “Acting” Director or the “Interim” Director.</li> </ol>	<ol style="list-style-type: none"> <li>2. Wilkins will provide final versions of the resolutions to the Chair of the SEC. Chair Cooney will clarify whether Dean Hedges with the Interim Chancellor whether Hedges is “Interim” or “Acting” director. After obtaining feedback from the SEC, Cooney will forward the final versions of the resolutions to the Interim Chancellor.</li> </ol>
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. No committee reports</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> </ol>
<b>OLD BUSINESS</b>	<ol style="list-style-type: none"> <li>1. SEC Issues and Goals – due to the late hour, this item was deferred to the next meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken, deferred to the next meeting.</li> </ol>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Alternate representative on Strategic Planning Committee. Duane Stevens served as the SEC’s representative of the current Strategic Planning Committee (co-Chaired by VCAA Dasenbrock and David Ericson). With Duane’s resignation from the SEC, a new representative needs to be named. M. Butler agreed to serve.</li> <li>2. Agenda for the July 20, 2015 meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. Motion to name M. Butler as the new SEC representative on the UH Mānoa Strategic Planning Committee by D. Vincent. Second, B. Manini. Approved unanimously.</li> <li>2. An agenda for the July 20, 2015 meeting was developed.</li> </ol>

<b>SUBJECT</b>	<b>CONTEXT</b>	<b>ACTION / STRATEGY / RESPONSIBLE PERSON</b>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be July 20, 2015	Motion to adjourn by B. Manini seconded by A Maynard. All approved the motion. Meeting adjourned at 4:40 pm.

Respectfully submitted by Doug Vincent, SEC Secretary  
Approved unanimously on July 20, 2015