

EXECUTIVE COMMITTEE MEETING MINUTES

MEETING DATE: August 3, 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	P	R. Woodruff	1:45 pm
Marguerite Butler - Vice Chair - 1:58 pm	P	Peter Garrod	P	Ashley Maynard	E	Chancellor Bley-Vroman	2:00 pm
Kelley Withy - SEC Secretary	P	Sarita Rai	E	Jeff Kuhn - via Polycom	P		
Bonnyjean Manini	P	John Kinder - Staff	P				

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Bob Cooney at 1:31 pm.
REVIEW OF MINUTES	The minutes of July 20, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by P. Garrod to approve the minutes as amended; second by K. Withy. Passed unanimously.
CHAIRS REPORT	<ol style="list-style-type: none"> On 7/29 RBV requested a meeting with Chair Cooney and all VCs. During the discussion all agreed to empower the standing committees with VCs attending by invitation with their respective committee assignments. The SEC liaisons/committee chairs will need to monitor whether appropriate VC consultation is achieved. In addition, Chair Cooney requested that all VCs attend regular SEC meetings twice a semester for a 30-minute discussion. RBV indicated that he would like to be a participant in all VC meetings with the SEC. SEC will need to review ad hoc committees and direct them to the appropriate MFS committee. For example, there are three research 	<ol style="list-style-type: none"> No action taken. J. Kinder will coordinate with the Chancellor's office to schedule VC guest appearances with the SEC during the AY. SEC will review in August all non-MFS committees and determine if MFS representation is needed. Create list of approved committees separate

	<p>advisory committees, but this should not circumvent COR. We need to make sure that this does not overly tax faculty time.</p> <p>4. Outgoing SEC Aloha get together.</p> <p>5. Athletics Commission response from Senator Hirono's - Legislative Assistant, Jonathan Elkin.</p> <p>6. J. Kinder recommended purchasing a Brother Multifunction printer with scan/email/fax to replace the MFS office Toshiba copier.</p>	<p>from standing committees.</p> <p>4. Get together scheduled for the 8/31 SEC meeting.</p> <p>5. COA to take action in the fall.</p> <p>6. Motion by K. Withy, seconded by B. Manini, unanimous to purchase Brother MFC-9340CDW printer.</p>
ADDITIONS TO THE AGENDA	<p>1. Robert Cooney's promotion (D. Vincent)</p>	<p>Whereby the SEC congratulated Chair Cooney on his promotion to full professor effective August 1, 2015.</p>
GUESTS	<p>1. GUEST: Director Rosie Woodruff (1:45-2:00 pm) volunteered to be on Student Engagement, Retention and Graduation (SERG) committee as she was a member during the prior AY. Rosie is on the Learning Subcommittee with Amy Shiffner and Yao Hill. Most of what SERG does is student centered but some recommendations address faculty issues that could circumvent the senate committees.</p> <p>2. GUEST: Chancellor Bley-Vroman (2:00 pm) RBV agrees that having faculty representation on an administrative committee does not connote MFS approval. RBV will try to create a simplified budget proposal and Senate will get to vet it. Expected within a couple weeks.</p> <p>3. RBV has requested President Lassner to initiate a search for a permanent chancellor. RBV reported President Lassner felt it was a good idea, but one regent still has concerns. There is a</p>	<p>1. Chair Cooney will attend SERG meeting this Thursday to articulate SEC concerns.</p> <p>2. Action item: meet with RBV and he will bring VC's as we request of him.</p> <p>3. SEC will follow-up with Chancellor on his progress.</p>

	<p>working group to understand relationships between duplicative positions but there is no clear timeline. There are many models to be considered. He has asked his vice chancellors three questions:</p> <ol style="list-style-type: none"> 1. What is the best system to have on a conceptual level? 2. What is practical given the constraints we have? 3. How do we discover a way to get to our goal politically? 	
COMMITTEE REPORTS	No committee reports.	1. No action taken.
OLD BUSINESS	<ol style="list-style-type: none"> 1. Nominations for Academic Grievance Committee (AGC) 2. Nominations for Student Conduct Appellate Board (SCAB) 3. Nominations for General Education Committee (GEC); Foundations (F) Board; Contemporary Ethical Issues (E) Focus Board; Hawaiian, Asian, and Pacific Issues (HAP) Focus Board; Oral Communications (O) Board Focus Board; and Writing Intensive (WI) Focus Board. 4. Nominations for Graduate Council 5. Chair Cooney requested a Call for Volunteers to Congress via email to fill current & future committee vacancies. 6. PCard procurement guidelines & foreign publication charges 	<ol style="list-style-type: none"> 1. Refer Interim Director of Judicial Affairs request for AGC members to CFS for recommendations. 2. Refer Interim Director of Judicial Affairs request for SCAB members to CFS for recommendations. 3. Refer Director of General Education committee nominations to CFS for recommendations. 4. Refer Dean of Graduate Education nominations to CFS for recommendations. 5. J. Kinder to prepare Call for Volunteers announcement. 6. J. Kinder to invite Jan Gouveia and VC Cutshaw to a future SEC meeting

	7. Future SEC retreat with committee chairs/administrators	regarding PCard guidelines. 7. SEC members determined retreat with administrators was not productive. However having a retreat with committee chairs was recommended.
NEW BUSINESS	1. SEC Guest schedule 2. GEC / MAC reporting (B. Manini) 3. UHM Faculty – Allegations that CTAHR violated BoR policies on academic freedom (D. Vincent). Read Hawaii independent for more info. 4. Question of fiscal insolvency. 5. Agenda for SEC meeting August 17, 2015.	1. J. Kinder to invite Jan Gouveia and VC Cutshaw to future SEC meeting. 2. GEO and MAO run by faculty directors appointed by administration and MFS must figure out how to interact with these offices. 3. No action taken. 4. Request state of the finances from Cutshaw. Invite Kalbert Young to discuss plans for fiscal insolvency. 5. What to discuss next time: Ad hoc committees
ADJOURNMENT	The next meeting of the Senate Executive Committee will be August 17, 2015.	Motion to adjourn by K. Withy, seconded by D. Vincent. All approved the motion. Meeting adjourned at 4:47 pm.

Respectfully submitted by Kelley Withy, SEC Secretary
Approved unanimously on August 17, 2015.