

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **May 21, 2018** **2:00 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine	P	David Duffy, Vice-Chair via Polycom	P			None	
Douglas Vincent, SEC Secretary	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	E				
Brian Powell	E			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Sorensen Irvine at 2:06 PM.
REVIEW OF MINUTES	1. The minutes of the May 7, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by J. Casken to approve the May 7, 2018 minutes; seconded by G. Wilkins. Approved unanimously.
CHAIR'S REPORT	1. Update on BOR meetings: Committees meeting May 24, next BOR meeting June 7. Personnel Committee items: new policy on political activity, change in board evaluation, relationship between Board and president. Research items: update on patent/copyright policy, indirect cost rate proposal, extramural award analysis, OIC/ARL briefings. Budget: fossil free fuel extension, operating budget variance report, federal tax law implications, legislative update. Planning & Facilities: Cancer center parking, CIP update, new facilities metrics, proposed research metrics.	1. No action.

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	<ol style="list-style-type: none"> Unofficial result of the SEC election (J. Kinder) University of Hawai‘i Press request to reserve Hawaii Hall 208 conference room (J. Kinder) No SEC meeting on May 28th - Memorial Day. Special meeting May 29 at 11 am. Committees on which the SEC Chair served 2017-18: Classroom Committee, Student Fee Committee, Manoa Design Team, Campus Climate and Free Speech, Facilities Committee (MKThink), Graduate Council (also chair Program Committee of Grad Council), ACCFSC (co-chair), CEE liaison. Also attend all BOR meetings. 	<ol style="list-style-type: none"> G. Wilkens and J. Kinder to meet with election system vender Holm Smidt to review elections. Ask B. Huffman to also participate. CFS may meet this week. SEC to meet on May 29, 2018 at 11:00 am to approve election. Priority is for MFS Senate committee meetings have preference. We won’t have new committees schedules until Fall. SEC instructed J. Kinder to continue with current policy. No action. No action.
ACTION ITEM	<ol style="list-style-type: none"> CFS recommendation to approve the 2018-19 Senator committee assignments. G. Wilkens to work with J. Kinder to address GEC board vacancies. 	<ol style="list-style-type: none"> Motion to approve CFS recommendations for committee appointments, including two pending LIBSVCS appointments. Motion D. Duffy, Second, J. Casken. Approved unanimously.
GUESTS	<ol style="list-style-type: none"> None 	

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COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (DV) – No report. No meetings are scheduled. 2. CAPP (BP) – No meeting. 3. CFS (GW) – met on May 16, 2018 to do committee assignments for next year’s senate. 4. COA (BP) – No meeting. 5. COR (DD) –Did not meet. Inactive for the summer. 6. CPM (JC) – No meeting. 7. CSA (JC) – No meeting. 8. GEC (SR) - No report. 9. CEE (CSI) – No meeting. 10. UHPA (GW) – endorsed J. Tokuda for Lt. Gov. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken 9. No action taken. 10. No action taken.
UNFINISHED BUSINESS	<ol style="list-style-type: none"> 1. None 	
BUSINESS	<ol style="list-style-type: none"> 1. Discussion on Accessibility Voluntary Resolution Agreement (VRA). Training will be held July 13, at Windward CC. T. Conway meeting with J. Kinder and Holm Smidt to review MFS website. 2. Discussion on Commencement - Doctoral candidates (J. Casken). Individuals were treated unfairly at Commencement. Quality improvement projects were read out loud. Seemingly lumping together for DNP and DArch 	<ol style="list-style-type: none"> 1. SEC to request a copy of VRA. 2. SEC to request an explanation from April Goodwin.

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	<p>degrees which are applied projects, with Ph.D. dissertations.</p> <p>3. Discussion on the SEC Summer schedule</p> <p>4. Memo from administration to develop full proposal to recombine Shidler College of Business and TIM School</p>	<p>3. We will review on 5/29/2018</p> <p>4. SEC will wait for the full proposal for action in the Fall.</p>
ADJOURNMENT	<p>The next meeting of the Senate Executive Committee will be on Tuesday, May 29, 2018 at 11:00 am.</p>	<p>Motion to adjourn by J. Casken; seconded by G. Wilkens. Passed unanimously. Meeting adjourned at 3:37 PM.</p>

Respectfully submitted by Douglas Vincent, Secretary

Approved unanimously on May 28, 2018.