



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

**MEETING DATE:** October 16, 2017      **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, Chair	P	David Duffy, Vice-Chair, arrived at 2:19 PM	P			None	
Douglas Vincent, SEC Secretary, via Polycom, 2:00 PM	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell, excused at 3:38 pm	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair C. Sorensen at 2:04 PM.
<b>APPROVE AGENDA</b>		
<b>REVIEW OF MINUTES</b>	1. The minutes of the October 9, 2017 Senate Executive Committee had been circulated electronically.	1. Motion by B. Powell to approve the October 9, 2017 minutes; seconded by S. Roberts. Approved unanimously.
<b>CHAIRS REPORT</b>	1. Update on Attendance Reports (J. Kinder) Tracking of attendance of Senators at committee meetings. SEC will send emails to Senators that aren't following attendance requirements.  2. GEO director interviews/presentations. Three finalists for GEO director; SEC is encouraged to attend the presentations and provide feedback to	1. J. Kinder approved to send email notice to any senator with 2 unexcused meeting absences in a semester.  2. SEC encouraged to attend public talks: Daniel Harris-McCoy - October 31 3-4 pm Crawford 115; Dharm



	<p>Stacey and Christine.</p> <p>3. Committee Chairs Retreat-- Most committees were represented. Went very well.</p> <p>4. Student Fee Committee meeting -- Christine attended. Possibly need a reorganization of several offices that service the same students.</p>	<p>Bhawuk - November 2, 3-4 pm Crawford 105; Christine Beaulé - November 14, 3-4pm Crawford 115.</p> <p>3. No action.</p> <p>4. No action.</p>
<b>ACTION ITEMS</b>	<p>1. <b>ACTION #1: Graduate Council:</b> CFS recommends the nomination of Brian Powell (SOEST) to represent MFS on the vacant seat in the Graduate Council.</p> <p>2. <b>ACTION #2: Coalition on Intercollegiate Athletics (COIA) representative.</b> CFS recommends the nomination of Kelley Withy as the COIA representative.</p> <p>3. <b>ACTION #3: Manoa Campus Physical Plan (MCPP) Committee</b> CFS nominates the following faculty for consideration to the MCPP committee: John Casken, SONDH Lori Fulton, COE Paul McKimmy, COE Luke Flynn, HIGP Joseph DeFrank, CTAHR</p> <p>4. <b>ACTION #4: Vacant AH senate seat with a term ending August 31, 2018.</b> CFS has determined that Brad Taylor (AH) is the</p>	<p>1. Motion by J. Casken to appoint Brian Powell to represent MFS on the Graduate Council; seconded by D. Duffy. Approved unanimously.</p> <p>2. Motion by B. Powell to appoint Kelley Withy as the COIA representative; seconded by J. Casken. Approved unanimously. J. Kinder will notify Chancellor and K. Withy.</p> <p>3. Motion by D. Vincent to nominate faculty members J. Casken; L. Fulton; P. McKimmy; L. Flynn; and J. DeFrank to the MCPP Committee; seconded by D. Duffy. Approved unanimously.</p> <p>4. Motion by B. Powell to appoint Brad Taylor (AH) to</p>



	<p>next eligible elected candidate during the 2017 AH Election. CFS recommends Brad Taylor appointment as the next AH representative and the standing committee assignment to CFS.</p> <p><b>5. ACTION #4: WASC Steering Committee</b> CFS nominates the following faculty members to the WASC Steering Committee Jessica Miranda, COE; and Alice Tse, SONDH</p> <p>6. SEC discussed tasks CFS needs to complete relative to additional appointments and issues to complete.</p>	<p>replace senator Wendy Kawabata's remaining term AND the committee assignment to CFS; seconded by J. Casken. Approved unanimously.</p> <p>5. Motion by J. Casken to appoint J. Miranda (COE) and A. Tse (SONDH) to the WASC Steering Committee; seconded by S. Roberts. Approved unanimously.</p> <p>6. SEC will continue to monitor CFS tasks.</p>
<b>GUESTS</b>	None	
<b>COMMITTEE REPORTS</b>	<p>1. CAB (DV) – Next meeting is November 1, 2017.</p> <p>2. CAPP (BP) – Met last week and assigned tasks and created subcommittees. Big issue is the common questions on evaluations. Subcommittees are working on open issues. Voted unanimously to oppose Psychology request to drop down their 45 upper division courses to 36 upper division courses for BA and BS in Psychology. Psychology wanted to make it easier for transfer students. CAPP did not find case compelling. Concerns have been raised about the Sustainability course designation.</p> <p>3. CFS (GW) – CFS had a meeting on October 11th. -CFS requests a list of faculty members from the SEC for consideration to the Veterans Task Force. -CFS request a list of additional faculty members from the SEC for consideration to the WASC Steering Committee for the remaining 2 seats. CFS will prepare</p>	<p>1. No action taken</p> <p>2. No action taken.</p> <p>3. No action taken.</p>



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	<p>a new doodle poll to determine a new meeting time. The next scheduled CFS meeting will be on November 8th.</p> <p>4. COA (BP) – COA has not met.</p> <p>5. COR (DD) – COR has a draft report on proposed patent and copyright policies and is circulating internally for comments.</p> <p>6. CPM (JC) – No meeting since the last meeting. Sent a note to R. Paull that there is no official report from H. Valenzuela.</p> <p>7. CSA (JC) – Met last Wednesday, with M. Bruno, D. Halbert and ASUH and GSO representatives were present. Pushing for better enrollment management. Bruno wants free orientation for all students. “Grades First” is expensive, so trying to create in house version (OVCAA).</p> <p>8. GEC (SR) – Stacey missed due to sickness but GEC had a working meeting to approve proposals. Meeting next Thursday, but hope to also do another Friday or weekend meeting. Wendi Vincent will meet with SEC to discuss issues.</p> <p>9. CEE (CSI) – not met again.</p> <p>10. UHPA (GW) – Saturday had its Fall Faculty Forum -- topic was the coming Supreme Court decision regarding non-members requirement to pay union dues. Could get very complicated given collective bargaining in the Hawaii State Constitution. Expects it to be upheld but how narrow or broad the decision is interpreted.</p>	<p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> <p>7. No action taken.</p> <p>8. No action taken.</p> <p>9. No action taken.</p> <p>10. No action taken.</p>
<b>UNFINISHED BUSINESS</b>	<p>1. None</p>	
<b>BUSINESS</b>	<p>1. MFS Meeting Agenda &amp; Chairs Report The Chair’s report will be brief; items reported to</p>	<p>1. No action</p>



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	<p>the committees and thank them for their work.</p> <ol style="list-style-type: none"><li>2. Manoa Faculty Congress Agenda was reviewed.</li><li>3. BOR Testimony Travel audit report</li><li>4. Draft Board of Regents- Manoa Brag Book -- highlight three areas 1) community outreach, 2) important research, and 3) excellence in education.</li></ol>	<ol style="list-style-type: none"><li>2. No action</li><li>3. No action</li><li>4. Send items to Christine from College websites or other places.</li></ol>
<b>ADJOURNMENT</b>	<p>The next meeting of the Senate Executive Committee will be on October 23, 2017.</p>	<p>Motion to adjourn by G.Wilkens; seconded S. Roberts. Passed unanimously. Meeting adjourned at 4:08 PM.</p>

Respectfully submitted by Douglas Vincent, Secretary  
Approved unanimously on October 23, 2017.