

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: December 14, 2015 2:00 pm
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Bob Cooney - Chair	P	Bonnyjean Manini	P	Jeff Kuhn	E	BOR Chair R. Moore and Regent S. Acoba	3:00 pm – 4:30 pm
Marguerite Butler -Vice Chair	P	Ashley Maynard	P				
Kelley Withy-Secretary	P	Sarita Rai	P	John Kinder-Staff	P		

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Cooney at 2:04 pm.
REVIEW OF MINUTES	1. The minutes of December 7, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by B. Manini to approve the minutes as amended; seconded by M. Butler. Passed unanimously.
CHAIR'S REPORT	1. Biology faculty meeting attended by four SEC members: Faculty expressed Snyder building concerns. Unanimous agreement that process was flawed and building will be inadequate as planned. 2. Meeting with UHPA:	1. Will await Biology Department response. 2. R. Cooney will develop informational flyer for faculty:

	Departments having difficulty defining workload equivalencies, Academic Analytics (AA) discussion.	workload equivalencies, AA, MFS work to date, request for faculty to express concerns regarding permission to hire, budget allocations, space allocation, misappropriation of funds, adequacy of support for academic mission. SEC will attend faculty meetings if requested and invite faculty to attend SEC meetings.
ADDITIONS TO THE AGENDA	N/A	
GUESTS #1	<ol style="list-style-type: none"> 1. BOR Chair Randy Moore and Regent Simeon Acoba: R. Cooney inquired about legal staff. UH has about eight attorneys and five staff with a budget of about 1.2 Million. Most cases are in athletics and BOR has asked for much more stringent control and review of contracts. General Council often farms out cases if they are long standing trial cases requiring significant expertise as the staff attorneys concentrate on general contracting and other activities of the University (risk management and service). For the TMT cases, there are two sets of lawyers: DLNR represented by Attorney General's Office. Request for transparency expressed by R. Cooney. 2. What is Regent Acoba hoping to accomplish? Reducing payouts; Cancer Center; Budget concern about administrative salaries-President looking at how to simplify administrative structure. 	<ol style="list-style-type: none"> 1. SEC will send RTRF memo, AA paper, wasteful information list, administrative reorganization ideas, and metrics to evaluate administration.

	<ol style="list-style-type: none"> 3. Cost cutting-exploring cost of adjunct faculty compared to tenure track was discussed; could erode quality of education. 4. Declining student enrollment is a future concern. 5. Administrative review and metrics requested. 	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB- No report. 2. CAPP-working on QR proposal. Concerned about duplication of services between UHM and System and want the SEC to make a statement about the Longanecker report. 3. CFS- will be verifying the special election results on 12/16. 4. COA-Student welfare (safety), concussion policy and ASUH poll results. 5. COR-Re-reviewing regent's policy on ORUs. Question is who can dissolve an ORU. 6. CPM-Investigation being performed on outside work for past UHCC administrator. VPR recommends that faculty report infractions to NIH. 7. CSA- No report. 8. GEC- No report. 9. MAC- No report. 10. UHPA- No report. 	<ol style="list-style-type: none"> 1. No action taken. 2. Possible QR resolution for January. 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.
OLD BUSINESS	<ol style="list-style-type: none"> 1. Review breakdown of shared governance listing - R. Cooney 	<ol style="list-style-type: none"> 1. Everyone to check Google document.

	2. Review SEC Resolution on Academic Analytics- A. Maynard 3. SEC meeting location discussion 4. Mānoa promise discussion	2. Motion by M. Butler. to approve the AA resolution; seconded by S. Rai. Passed unanimously. 3. It may be more beneficial to attend individual school faculty meetings in the future. 4. Mānoa Promise is a product of SERG and referred to CAPP.
NEW BUSINESS	Next SEC agenda 1. Administrative simplification idea generation. 2. Strategic Planning Group would like to SEC in the future to present three proposals.	
ADJOURNMENT	The next meeting of the Senate Executive Committee will be December 21, 2015 in Hawaii Hall 208.	Motion to adjourn by B. Cooney; seconded by B. Manini. All approved the motion. Meeting adjourned at 5:26 pm.

Respectfully submitted by Kelley Withy, Senate Secretary.
Approved unanimously on December 21, 2015