

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:** September 14, 2015 2:30 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 until 5pm	P	Stuart Donachie	3:30pm
Marguerite Butler - Vice Chair	P	Ashley Maynard	P	John Kinder - Staff	P		
Kelley Withy - SEC Secretary	P	Sarita Rai	P			Stephen Meder	4:15pm

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Bob Cooney at 2:34 pm
<b>REVIEW OF MINUTES</b>	The minutes of August 24, 2015 SEC meeting had been circulated electronically before the meeting.	1. Motion by A. Maynard to approve the minutes as amended; second by M. Butler. Passed unanimously.
<b>ACTION ITEMS</b>	1. Request to have more STEM faculty on CAPP. 2. CFS needs to look at filling five UHMFS senate vacancies.	1. J. Kinder to inform CFS. 2. J. Kinder to inform CFS.
<b>ADDITIONS TO THE AGENDA</b>	None	
<b>GUESTS</b>	1. Stuart Donachie, Assoc. Professor, Chair of Microbiology regarding cancelation of Snyder Hall refurbishments. 2. Stephen Meder: Interim Assistant VC for Planning and Facilities.	1. SEC heard S. Donachie's concerns regarding Snyder refurbishment plans and relocation of Microbiology labs. 2. SEC requested facilities plan overview from Stephen Meder. SEC recommended more faculty representation on campus facilities committee; and end user inclusion in planning. There is funding for a new building that must be acted on within 2 weeks. Faculty must voice concerns to

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		their dean and to Campus Facilities Planning Board.
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CSA-Pat Master was elected as chair.</li> <li>2. CAB-Michel Angelo was elected as chair. CAB's new slogan: Transparency, Accountability, &amp; Shared Governance.</li> <li>3. CAPP-Carolyn Stevenson was elected as chair.</li> <li>4. GEC-Kapa`a Olivera was elected as chair.</li> <li>5. COR- No elections due to lack of quorum.</li> <li>6. COA- Daniel Harris-McCoy was elected as chair.</li> <li>7. CFS-Katalin Csiszar was elected as chair. J. Kinder reported on current member vacancies on the standing committees.</li> <li>8. CPM-Elizabeth Hutchison was elected as chair. CPM set a goal to work on shared governance and transparency. CPM requested complaint document. CPM requested for SEC permission to host pre-senate meeting socials with name badges; circulate a guide with Robert's Rules of Order to senators; and to schedule a MFS retreat to training new chairs.</li> </ol>	<ol style="list-style-type: none"> <li>1. No SEC action taken.</li> <li>2. CAB-request for Budget Task force final report and spaghetti chart.</li> <li>3. No SEC action taken.</li> <li>4. No SEC action taken.</li> <li>5. No SEC action taken.</li> <li>6. No SEC action taken.</li> <li>7. J. Kinder will notify CFS by email with a To Do List.</li> <li>8. Chair Cooney approved J. Kinder to email CPM a spreadsheet with the 2015-16 senators for paper nametags for future senate meetings. Chair Cooney approved the following: scheduling a MFS retreat to train new MFS chairs; provide Robert's Rules of Order to MFS members; and pre-senate "Meet &amp; Greet" hosted by CPM. CPM will provide at no charge nametags and cookies for the socials. SEC asked CPM to review conflict of interest with EM positions.</li> </ol>
<b>OLD BUSINESS</b>	None	
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Discussion of the VCR agenda item for the BOR</li> <li>2. CPM request for documents</li> <li>3. Agenda for SEC next meeting September 21, 2015.</li> </ol>	<ol style="list-style-type: none"> <li>1. Deferred until next meeting.</li> <li>2. Deferred until next meeting.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be September 21, 2015.	Motion to adjourn by K. Withy; seconded by M. Butler. All

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		approved the motion. Meeting adjourned at 5:57 pm.

Respectfully submitted by Kelley Withy, SEC Secretary  
Approved unanimously on September 21, 2015.