

MANOA FACULTY SENATE

Executive Committee Meeting Minutes

Meeting Date: August 19, 2013

Location: Hawaii Hall, 208

Attendance:

Senators		Senators		Staff		Guests	Time
David Ericson - Chair	P	Ronald Bontekoe - Vice -Chair	P	Kristin Herrick	P	R. Cooney - Faculty	2:30 pm - 3:00 pm
Halina Zaleski -Secretary (MFS)	P	John Casken - Secretary (SEC)	P	Ka`iluani Kauhai	E		
Stacey Roberts	P	Carolyn Stephenson	P				
Douglas Vincent	E	* Richard Chadwick	P				
* Tom Conway	E	* Bonnyjean Manini	P				
* Ian Pagano	E						

*members elected to serve the 2012-2013 term

Subject	Discussion	Action/Strategy/Responsible Person/s
CALL TO ORDER		Meeting was called to order at 1:30 pm by Chair Ericson.
APPROVAL OF MINUTES	Minutes of August 12, 2013 had been previously circulated electronically.	H.Zaleski made a motion to approve the minutes as corrected. Motion passed unanimously.

CHAIR'S REPORT	<p>1. The Chancellor has confirmed that Chair Ericson will be co-chair of the Strategic Planning Committee.</p> <p>2. Potential issue with new ORS regulations on the role of deans/directors in relation to PIs.</p>	<p>2. Agreed that K. Herrick should forward the new proposed ORS regulations to other SEC members for review at the August 26 SEC meeting.</p>
OLD BUSINESS	<p>1. Senate Vacancies</p> <p>2. Campus Committee Vacancies</p> <p> a) Business & Operations Planning Working Group.</p> <p> b) Graduate Council</p> <p> c) Honors Council Search Committee</p> <p> d) Study Abroad Council</p> <p> e) Leavers' Survey.</p>	<p>1. J. Casken moved that L.Gautz should be appointed as a senator for the College of Tropical Agriculture and Human Resources. Motion passed with 5 members in favor.</p> <p>2. a) Agreed that Chair Ericson should follow up on how sub-committees such as the Business and Operations Practices Working Group are set up and report back.</p> <p> b) Agreed that a general call should go out to College of Business Administration from K. Herrick for the CBA replacement on the Graduate Council.</p> <p> c) H. Zaleski moved that J. Casken should represent the SEC on the Honors Council Search Committee for a new Director. Motion approved unanimously.</p> <p> H. Zaleski moved that the VCAA be asked to work to structure the Honors Council to resemble General Education Committee in its relationship to the Faculty Senate. Motion approved unanimously. Chair Ericson will follow up with the VCAA.</p> <p> d) B. Manini moved that John Zuern be appointed to serve on the Study Abroad Council. Motion passed unanimously.</p> <p> e) After lengthy discussion agreed that a small subcommittee should be set up from the SEC composed of R. Bontekoe, S. Roberts and C. Stephenson. This subcommittee will work with CAPP to provide input</p>

	<p>f) UARC</p> <p>g) SEC/Administration Retreat</p> <p>h) Issues 2013- 2014</p>	<p>on how future surveys can be done to better serve the needs of Manoa faculty. They will report back Nov 4, 2013.</p> <p>f) Chair Ericson and B. Manini are working on trying to set up a meeting with the Director of UARC. Reported that there has been no formal evaluation of the UARC program. SEC will be kept apprised of possible meeting date.</p> <p>g) Noted that the best date will be Oct. 15, 21 or 28. K. Herrick will be finalizing with participants - these will include Chairs of Senate Committees as well as Manoa Administration and SEC. Agreed that a meeting with the chairs of the individual Manoa faculty senates should be held at a future date.</p> <p>h) Noted that all issues are on the website and members encouraged to determine which issues belong to the committee for which they are a liaison.</p>
VISITOR	Discussion centered on faculty expectations of mail delivery without interruption and with privacy.	As there is a complicated set of regulations at the federal and state level on this issue, K. Herrick will research further and as necessary consult with the VCAFO and report back.
NEW BUSINESS	<p>a) Organization of Senate Standing Committees</p> <p>b) Reorganization Proposal for Office of the Vice-Chancellor for Students.</p> <p>c) Assistant VC for Research Compliance</p>	<p>a) K. Herrick will send out a doodle to the various committee members to assist in setting up meeting times.</p> <p>b) The formal document is not yet available but K. Herrick will forward to CAB and to SEC members when available.</p> <p>c) Reported that a new hire has been made for this position.</p>
NEXT MEETING		Next meeting will be off campus beginning at 2:00pm on August 26.
ADJOURNMENT	Adjournment.	Motion to adjourn made by J. Casken All approved. Meeting adjourned at 4:30 pm