

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: February 1, 2016 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	E	Jeff Kuhn- Phone until 5:30 pm	P	Katalin Csiszar, CFS Chair and Kaveh Abhari, CFS member	3:00 pm - 3:45 pm
Marguerite Butler -Vice Chair	P	Ashley Maynard	E				
Kelley Withy- Secretary	P	Sarita Rai	P	John Kinder- Staff	P	Dean Krystyna Aune	3:45 pm - 4:30 pm

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Cooney at 2:07 pm.
REVIEW OF MINUTES	1. The minutes of January 25, 2016 SEC meeting had been circulated electronically before the meeting.	1. Motion by M. Butler to approve the minutes as amended; seconded by S. Rai. Passed unanimously.
CHAIR'S REPORT	1. Update on BOR meeting. BOR surprised by UHCC report, forming a task force. Chancellor search going forward. Moving testimony regarding Snyder prime from Micro Department. PowerPoint of system reorg of Mānoa presented. 2. Update on ACCFSC meeting with President	1. SEC to review PowerPoint of System reorganization plan. Will send to all committees for feedback. 2. No action required.

	Lassner. Chancellor search likely soon, MFS Chair expected to be on search committee. Discussion of facilities services shifted to system level.	
ACTION ITEMS	NA	
ADDITIONS TO THE AGENDA	NA	
GUEST #1	CFS Chair K. Csiszar; and CFS member K. Abhari – Election platform review: Four possible voting software options discussed. CFS will return with recommendations for SEC.	1. No action.
GUESTS #2	Dean K. Aune- Graduate Council discussion: how new arrangement with Grad Council is working. Right now Grad Council Standing Committee reviews programs, sends to Grad Council for vote, sends to SEC for vote by full senate on Grad Council letterhead. It is working well, but need clarification regarding MD and JD programs should go this route as well. Description of vetting of Grad Council nominees from CFS and efforts to improve communication expected to result in prompt and efficient populating of Grad Council. Question remains regarding how to replace members when they are away. Grad Council to discuss and make recommendations.	1. Doctorate of Juridical Science request forwarded to Grad Council and CAPP.

COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB-has created budget model and looking to solicit input from faculty. Input provided from SEC and SEC will circulate to faculty when requested. 2. CAPP- No report. 3. CFS-see above visitor discussions. 4. COA-No report. 5. COR- No report. 6. CPM- No report. 7. CSA- No report. 8. GEC- No report. 9. MAC-Reviewing assessment software options that will most likely be purchased and used by System. 10. UHPA- No report. 	<ol style="list-style-type: none"> 1. SEC to circulate budget model for comment when requested. 2. No action 3. No action 4. No action 5. No action 6. No action 7. No action 8. No action 9. No action 10. No action
OLD BUSINESS	<ol style="list-style-type: none"> 1. SEC newsletter reviewed 	<ol style="list-style-type: none"> 1. Motion to approve by M. Butler; seconded by S. Rai. All in favor except one abstention K. Withy.
NEW BUSINESS	<ol style="list-style-type: none"> 1. Prepare SEN agenda for February 17, 2016. 2. Prepare SEC agenda for February 8, 2016 	<ol style="list-style-type: none"> 1. Deferred 2. Deferred
ADJOURNMENT	The next meeting of the Senate Executive Committee will be February 8, 2016.	Motion to adjourn by K. Withy; seconded by M. Butler. All approved the motion. Meeting adjourned at 5:45 pm.

Respectfully submitted by Kelley Withy, SEC Secretary.
Approved unanimously on February 8, 2016.