

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **June 19, 2017 2:00 pm**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine -- Chair	P	George Wilkens -- Vice Chair	P	Stacey Roberts	E	None	
Marguerite Butler	P	Sarita Rai -- MFS Secretary on phone	P	Brian Powell	P		
Kelley Withy -- SEC Secretary - phone	P	John Casken	E	John Kinder - Staff	P		
Douglas Vincent	P	David Duffy	P				

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair Sorensen at 2:01 PM.
APPROVE AGENDA		
REVIEW OF MINUTES	1. None	1. No action.
CHAIRS REPORT	1. Update on 6/1 BoR meeting-testimony given. Also, a Manoa Physical Plan Committee has been formed and faculty input is requested. 2. Discuss election process of new SEC officers-bylaws specify that outgoing members not eligible to vote, but they have historically so CFS recommendation to validate the election but change this in the future to match the bylaws. 3. Debriefing on 2017 SEC election-Also a question of how the voting done. Changed from Meeks to instant runoff. Discussion of two different methods of counting to be discussed by CFS. Currently	1. C. Sorensen Irvine will follow up with D. Lassner on MPPC 2. CFS recommendation to follow custom, but should be announced at first MFS meeting this fall. 3. J. Kinder will coordinate meeting with vendor and G. Wilkens to review election formula.

	<p>updating website which will include audit ability to verify formulas for elections.</p> <p>4. Review summer SEC referrals completed</p> <p>a. Gender neutral bathroom policy</p> <p>b. Data policy</p> <p>5. GEO position description completed with SEC input.</p> <p>6. SEC officer elections on August 14.</p>	<p>4. No action.</p> <p>5. No action</p> <p>6. No action</p>
ACTION ITEMS		
GUESTS	1. None	
COMMITTEE REPORTS	<p>1. CAB (SR) – No report.</p> <p>2. CAPP (CSI) – No report.</p> <p>3. CFS (KW/SR) – Met and recommendations for GEC.</p> <p>4. COA (KW) – No report.</p> <p>5. COR (MB) – No report.</p> <p>6. CPM (JC) – No report.</p> <p>7. CSA (MB) – No report.</p> <p>8. GEC (CSI) – No report.</p> <p>9. MAC/CEE (SR) – No report.</p> <p>10. UHPA (CSI) – No report.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. CSI to contact Katalin regarding official vote for additional GEC members.</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>
UNFINISHED BUSINESS	1. Review 5/10 Senate draft minutes reviewed and corrections made.	1. Reviewed and follow-up with S. Rai
NEW BUSINESS	<p>1. Orientation for new MFS members-August 30 and September 6 afternoons.</p> <p>2. Committee Chair orientation-to introduce them to google system a Wednesday after September 27.</p> <p>3. Discuss SEC Liaison roles-call committees together before September 21, get committee to elect leadership.</p> <p>4. Minutes of this meeting approved</p>	<p>1. Plan for MFS committee orientation 8/30 and 9/6.</p> <p>2. Committee chair orientation around Sept 27.</p> <p>3. Create template for roll of committee and issues.</p> <p>4. Motion by M. Butler, seconded by B. Powell. Passed unanimously.</p>
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on July 10, 2017.	<p>Motion to adjourn by K. Withy, seconded by D. Duffy. Passed unanimously.</p> <p>Meeting adjourned at 3:30 pm.</p>

Respectfully submitted by Kelley Withy.
Approved unanimously on June 19, 2017.