

**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** October 13, 2014      **1:30 pm**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Ron Bontekoe - Chair	P	Bob Cooney – Vice Chair	P	Doug Vincent – Secretary	P	Kathy Cutshaw - VCAFO	2:00 pm – 2:30 pm
Duane Stevens	P	Peter Garrod	E	Ashley Maynard	P	Brian Taylor – Interim VCR	2:30 pm – 3:00 pm
Stacey Roberts	P					BoR Chair Randy Moore and Regent Chuck Gee	3:00 pm – 4:50 pm
Rebecca Fraser - Staff	P						

SUBJECT	CONTEXT	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Bontekoe at 1:25 pm
<b>REVIEW OF MINUTES</b>	1. The minutes of October 6, 2014 SEC meeting had been circulated electronically before the meeting.	1. Motion to approve the minutes as amended by B. Cooney; second by A. Maynard. Passed unanimously.
<b>CHAIRS REPORT</b>	1. The Chair welcomed Lorna Ramiscal as the Senate's new Administrative Assistant. 2. The draft MOU agreement between the Senates and UHPA was reviewed by the Vice-Chair of the ACCFSC and others. It was shared with the President of UHPA, David Duffy	1. No action needed.
<b>GUESTS</b>	Vice Chancellor for Administration, Finance & Operation Kathy Cutshaw 2:00 – 2:30 pm 1. Official Charge for the Budget Task Force. VCAFO asked Kathy what the official charge of the Budget Task Force. The formal charge of the task force has not yet been finalized. The VC's are meeting with Interim Chancellor Robert	1. No action taken.

	<p>Bley-Vroman to finalize charge in advance of the first meeting. VCAA Reed Dasenbrock and VCAFO Kathy Cutshaw are co-chairing the task force. She reminded the SEC that trying to establish new budget models is hard during times of scarcity.</p> <p>2. Update on budget meetings with deans and directors. Some of the earlier meetings were before the recent 10% restrictions. Deans and directors have been asked to update their budget plan by October 24, 2014. Deans and directors are employing different strategies to “fly level” with their budgets for this fiscal year.</p> <p>3. Parking Fee Increase Public Hearing – The VCAFO’s office has received permission from the BoR to hold a public hearing on the proposed parking rate increase. At this point, they are still working out the details. The SEC and/or CAB will receive the proposal when it’s complete. Kathy doesn’t anticipate holding the hearing until next semester. After the hearing, they will go back to the BoR for approval, in anticipation of implementing the rate increase for FY2016.</p> <p>4. Xerox machine contract. Kathy was asked about the story that Xerox, which holds the contract for campus copying machines has not been paid for 18 months and that Xerox is now withholding service on campus machines. Kathy had just been made aware of the issue and will investigate.</p> <p>Interim Vice Chancellor for Research Brian Taylor 2:30 pm – 3:00 pm</p> <p>1. Cancer Center Faculty Hiring: VCR Brian Taylor was asked about whether his office had approved the hiring of 16 faculty positions at the UH Cancer Center. The hires have NOT been approved. All deans and directors have been asked to update plans for hiring faculty and the Cancer Center report has not been approved.</p> <p>2. Charge to the Budget Task Force – the SEC asked VCR Taylor for his perspective on the budget crisis and the charge to the Budget Task Force – he</p>	<p>2. No action taken</p> <p>3. The SEC will likely assign this to CAB for response.</p> <p>4. The SEC thanked Kathy Cutshaw for her time and look forward to her presentation to the entire Manoa Faculty Senate on Wednesday.</p> <p>1. No action taken.</p> <p>2. No action taken. The SEC thanked VCR Taylor for speaking with the SEC.</p>
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	<p>repeated that the final charge to the budget committee has not yet been finalized. That it is difficult to make cuts when deans and directors are facing restrictions. Across the board cuts would be difficult and we may be faced with the possibility of doing vertical cuts. But the committee needs to come up with a formula to address the budget problems.</p> <p>BoR Chair Randy Moore and Regent Chuck Gee 3:00 pm – 4:00 pm</p> <ol style="list-style-type: none"> <li>1. SEC Resolution to Forward Recommendations from the Manoa Faculty Senate to the Board of Regents. Regent Gee and BoR Chair Moore addressed questions raised by the SEC. Regarding the role of the BoR and managing the campuses, they emphasized that the BoR should not be micromanaging the campuses. The BoR has fiduciary responsibility, is required to tend to the advancement of the mission, and is responsible to their constituents. Just as deans and directors are accountable to the chancellor, chancellors should be accountable to the president and the president is accountable to BoR. We questioned why the Athletic Director was brought before the Athletics Subcommittee of the Board. That a subordinate of the Manoa Chancellor was expected to address issues to the Regents subcommittee violates the spirit of chain of command. Moore admitted that should not happen.</li> </ol> <p>The SEC appreciated Regent Gee's willingness to meet with the SEC (along with the Chair). However, the SEC is quite aware that Regent Gee understands our issues. Other regents may not be so familiar with the faculty perspective. Therefore the SEC suggested that Chair Moore try to bring other regents to meet with us so they might gain appreciation of our issues. Chair Moore would raise the issue with the Board.</p> <p>Chair Bontekoe asked about having a faculty member on the BoR and the importance of our</p>	<ol style="list-style-type: none"> <li>1.</li> </ol>
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	<p>perspective on decision making. Chair Moore suggested that laws would have to be changed to designate a faculty position on the BoR. While he appreciated the perspective that the faculty view might be important, because a faculty member is “employed” by the BoR, as opposed to a student who is a client of the university, which are different roles, it might be difficult to do this. He encouraged us to raise this with the legislature.</p> <p>One argument on having a faculty perspective on the BoR is that when the regents go into executive session the faculty view could be heard. Chair Moore indicated that he plans to reduce the use of executive session to a minimum.</p> <p>Chair Moore asked us about Imua Manoa. Chair Bontekoe encouraged the regents to work with as many groups as possible</p>	
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. Stacey Roberts reported on the Academic Procedures Meeting. The hiring freeze could have impacts on student recruitment and retention. There still is confusion about the process.</li> <li>2. CAB will deal with the Parking Issue.</li> <li>3. CSA raised a concern about the Alumni Office being located in UH Foundation.</li> <li>4. No other committee reports.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. SEC should refer the parking issue to CAB for Senate response.</li> <li>3. Referred to CSA</li> <li>4.</li> </ol>
<b>OLD BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Update on Senate Vacancies</li> </ol>	<ol style="list-style-type: none"> <li>1. Rebecca reported on the two special elections. She will send letters (via email attachment to those volunteers appointed to the Senate.</li> </ol>
<b>NEW BUSINESS</b>	<ol style="list-style-type: none"> <li>1. Senate Meeting Agenda: The Senate meeting agenda was amended slightly.</li> </ol>	<ol style="list-style-type: none"> <li>1. Lorna will upload the changes.</li> </ol>

<b>ADJOURNMENT</b>	The SEC will meet next on Monday, October 20, 2014 at 1:30 pm in HH 208.	Motion to adjourn made by Bob Cooney; second D. Stevens. All approved motion. Meeting adjourned at 5:03 p.m.
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Respectfully submitted by Doug Vincent, SEC Secretary.

Approved unanimously on October 20, 2014.