**EXECUTIVE COMMITTEE**

**Meeting Minutes**

**Meeting Date: September 21, 2015** **1:30 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 | P | | Erin Bantum  Kevin Cassel  Adrien Franke | | All guests 2:30 pm – 4:40 pm |
| Marguerite Butler -Vice Chair | P | Ashley Maynard | E | John Kinder - Staff | P | | | | |
| Kelley Withy - SEC Secretary | P | Sarita Rai | P |  | |  | Dean Hedges | 2:50 pm –  4:35 pm | |

| **SUBJECT** | **CONTEXT** | **ACTION / STRATEGY / RESPONSIBLE PERSON** |
| --- | --- | --- |
| **CALL TO ORDER** |  | Meeting was called to order by Chair Bob Cooney at 2:47 pm. |
| **REVIEW OF MINUTES** | 1. The minutes of September 14, 2015 SEC meeting had been circulated electronically before the meeting. | 1. 1. Motion by to approve the minutes as amended M. Butler; second by S. Rai. Passed unanimously. |
| **CHAIR’S REPORT** | 1. Faculty request for code of conduct 2. BOR meeting follow up 3. Discussion of Executive Policy EP5.XXX Memo on small programs. 4. Campus fee committee. 5. 5% reduction of RTRF (System taking 30%) | 1. Referred to CPM. 2. Will have list of monthly items for BOR discussion and agree on BOR testimony. 3. J. Kinder will send SEC referral to CAPP. 4. Chair Cooney to attend campus fee committee. 5. Send to COR, and VP Young for clarification of RTRF reduction. |
| **ACTION ITEMS** |  |  |
| **ADDITIONS TO THE AGENDA** | None |  |
| **GUESTS** | Discussion with UHCC Faculty Senate leadership. Description of P30 grant, faculty concerns discussed.  Dean Hedges discussed reorganization process, NCI P30 designation, finances, and missions. | 1. No action taken. |
| **COMMITTEE REPORTS** | MAC | 1. CFS needs to nominate 3 faculty members from A&S to serve on MAC. B. Manini will reach out to the CFS Chair to help find additional A&S faculty. |
| **OLD BUSINESS** | 1. Research UHM administration cost data- past 20 years. | 1. Jeff to review and report to SEC |
| **NEW BUSINESS** | 1. UHM reduction of classroom space discussion. 2. Reorg discussion for Manoa administration E/M positions. 3. Agenda for SEC next meeting September 28, 2015. Decided to move meeting to 2pm. 4. October 3rd, Hawaii 5-0 to film in HH 208. | 1. M. Butler to forward past resolution to CAPP for review. 2. No action taken. 3. Discuss top five SEC items for us to address this year; budget task force. 4. Noted. |
| **ADJOURNMENT** | The next meeting of the Senate Executive Committee will be September 28, 2015. | * Motion to adjourn by K. Withy; seconded by S. Rai. All approved the motion. Meeting adjourned at 5:37 pm. |

Respectfully submitted by Kelley Withy, SEC Secretary

Approved unanimously on September 28, 2015.