CTAHR Senate Executive Committee Meeting
August 09, 2006

Members present: Steve Ferreira, Brent Sipes, Janice Uchida, John Engel, Dulal Borthakur, Travis Idol

I. SEC Elections for the 2006-2007 Session
   President: Brent Sipes
   Vice President: Joannie Dobbs
   Secretary: Travis Idol

II. Senate Committee Liaisons
   Personnel: John Engel
   Instruction: Susan Miyasaka
   Extension: Joannie Dobbs
   Research: Ania Wieczorek
   Elections: Janice Uchida

III. Manoa Faculty Senate
   Brent Sipes is currently an MFS member, so no other SEC representation is needed

IV. Hold-Over Issues
   1. Charter Revisions
      -the minimum response for voting on the revisions was not reached last semester
      -the new SEC needs to encourage more participation
      -Steve Ferreira suggested voting take place by department
      -John Engel suggested that department chairs officially organize voting by department
      -the Senate should assign one person in each department to support this effort
      -paper ballots may encourage more participation
      -approach: set a date, distribute Charter revisions again, and give 2 weeks for voting
      -at the first Senate meeting this academic year, the proposal for voting should be outlined

   2. The Senate suggested to the CTAHR administration that all departmental guidelines for
tenure and promotion review be aligned according to UH and UHPA requirements
      -there has been no final action from the administration on this issue

   3. How should junior faculty count toward Senate representation?
      -the Senate may want to approach departments to get their input before taking a position

   4. Committee reports from the last Senate meeting can be used for other issues

V. New Issues
   1. Assignment of new committee members
      -Travis will send out request for preferences
      -will remind Senators that committee service is mandatory

   2. New Senate issues to consider
      -will send out a query to faculty prior to the first Senate meeting
      -the query will include a list of issues covered during the past year
      -the query will include a list of Senators from each department and encourage faculty to contact them directly with issues
VI. Full Senate Meeting Dates and Times
   September 21 and November 02, 2006 from 1:30-3:30 in Kuykendall 201
   -broadcast via HITS to the following locations:
   Kauai CC - Learning Resource Center, Room 121
   Maui CC - Ka’aike Room 105 A
   MCC Molokai Education Center, Room 103
   UH Center at West Hawaii, Building 4, Room 1