Minutes to Senate Executive Committee meeting
March 12, 2003

SEC members present: Halina Zaleski, Paul Singleton, Susan Miyasaka, and Samir El-Swaify.
Halina called the meeting to order.

Minutes from Feb. 12 meeting were approved.

Resolution on Governance
Samir reported that quorum wasn’t achieved during e-mail voting
Situation is unresolved at present
Issue will be taken up again at next CTAHR Faculty Senate meeting

CTAHR Faculty Senate meeting
Next meeting is May 8 (last day of instruction)
Dr. Peter Englert would like to give a talk to Senate on May 1; however, instruction is still occurring during this week
Suggestion: offer Dr. Englert the choice of any time during May 9

Next SEC meeting
Wednesday, April 16

Instruction Committee report by Carl:
Committee has not met recently; no report from Carl

Election Committee report
Charles Weems = liaison
Kent Kobayashi = chair
Charles needs to remind Kent that nominations need to be conducted as soon as possible
Then elections need to be held so that new senators are invited to attend the May 8 or 9 CTAHR Faculty Senate meeting

Research Committee report by Susan
Cathy Chan-Halbrendt has requested a meeting with Research Committee
Janice Uchida sent out a message to all committee members but got little response
She plans to try again to get members together for a meeting
Monto Kumagai is a new member of Research Committee; nominated to replace Qingxaio Li who is on sabbatical leave

Personnel/Extension Committee report by Paul
Comments to Barry Brennan’s report on Extension are mixed
Some people would like greater detail; other objected to the detail present already
Halina pointed out that a sentence on p. 6 at the bottom that discusses fiscal matter is unclear
Paul will summarize issues for Barry; comments must be specific and substantive
Question: Is it an acceptable document? Can we live with it?
Samir commented that document may not be perfect, but it’s a living document; let it stand and let’s see how it works

Personnel Committee Issue: Conflict of Interest
Susan suggested that the CTAHR Administration needs to amend the document on Procedures to Fill Faculty positions
Need to have some statement from Administration on how to handle Conflict of Interest in search committee members

Bioethics report by Halina
Ethical conference (2 day) entitled “Ethical Thinking in Education” will take place in summer
Audience: school teachers; will receive 1 credit of continuing education
Cooperating institutions: Humane Society, UH Religion dept., UH philosophy dept., UH College of Education, Hawaii Academy of Sciences, CTAHR, UH Outreach College, Science teachers’ association

Strengthen ties with UHH’s CAFRM
Halina received copy of William Brown’s report on UHH CAFRM; will give a copy to Samir & anyone on SEC at Manoa who hasn’t received a copy
Susan will send a copy to Paul Singleton
Halina will invite Mike Shintaku to SEC’s next meeting on April 16

Faculty Governance Issues
Halina will meet with WASC representatives
There is no mechanism for faculty input on system-wide level
There is an issue of timeliness, as major issues are brought back to individual Senates
CTAHR Senate is one of stronger Senates; e.g. SOEST doesn’t have a Senate
Questions: What about All-Campus Council of Chairs?
   How does system governance happen?
   How are faculty represented at system level?
   At what level should governance be set?
All-Campus Council of Chairs doesn’t have a committee structure
   Halina will suggest the need to establish such a structure

SEC meeting adjourned.