

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **December 10, 2018** **2:00 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Brian Powell, Chair	P	David Duffy, Vice-Chair	P	Douglas Vincent, SEC Secretary	P		
Stacey Roberts, MFS Secretary	P	Jennifer Griswold	E				
Carolyn Stephenson	P	Ann Sakaguchi	P	John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		The meeting was called to order by Chair B. Powell at 2:00 PM.
REVIEW OF MINUTES	1. The minutes of the 12/3/18 Senate Executive Committee meeting was circulated electronically.	1. Motion was made to approve the 12/3/18 minutes by A. Sakaguchi, seconded by S. Roberts. 4 votes in support of approval and 1 abstention.
CHAIR'S REPORT	1. None.	
ACTION ITEMS	<u>Resignation of Stacey Roberts as the GEC liaison:</u> 1. No comment from GEO or GEC at this time. GEO Director review, which was done in the past by the SEC, was proposed for inclusion once again as part of the draft MOU to be finalized. Currently, we are still waiting on the GEO office to submit its feedback on the draft MOU. SEC to follow up on the MOU status with S. Roberts' resignation letter. This topic will be also discussed with iVCAA Bruno as part of the SEC agenda. Meantime GEC is submitting a memorandum to Bruno on 12/14/18 regarding the external and internal reviews. <u>SEC and/or Liaison Reassignments:</u> 2. Motion to have S. Roberts replace C. Stephenson on CPM.	1. Motion by A. Sakaguchi to appoint C. Stephenson as the replacement GEC liaison; seconded by D. Duffy. Approved unanimously. 2. Motion made by A. Sakaguchi to appoint S. Roberts to CPM,

	<p>3. CFS has recommended David Ross (NATSCI) to replace Douglas Vincent's remaining SEC term (2017-19) ending 8/30/19.</p> <p><u>Summary of Updated SEC Officers and SEC liaison assignments (new assignments are bolded):</u></p> <p>Brian Powell, Chair David Duffy, Vice Chair & COR liaison Stacey Roberts, MFS Secretary & CPM Ann Sakaguchi, SEC Secretary, CAB & UHPA liaisons Carolyn Stephenson, CAPP & GEC liaisons Jennifer Griswold, CSA & CEE liaisons David Ross, no assignments as of this time.</p> <p>Open liaison assignments: CFS COA</p> <p>4. Acknowledgment of Douglas Vincent's distinguished service to the Mānoa Faculty Senate and Senate Executive Committee.</p>	<p>seconded by C. Stephenson. Approved unanimously.</p> <p>3. Motion by A. Sakaguchi to approve David Ross as D. Vincent's replacement ending 8/30/19; seconded by C. Stephenson. Approved unanimously.</p> <p>4. Douglas Vincent will resign from the Senate Executive Committee, effective 12/11/18.</p>
GUESTS	<p>1. None</p>	
COMMITTEE REPORTS	<p>1. CAB (DV) – No report. The next CAB meeting will be convened on 1/22/19. Ann Sakaguchi will be the CAB Liaison after D. Vincent retires in December.</p> <p>2. CAPP (CS) – CAPP meeting was held 12/5/18, in Hawaii Hall 209. CAPP discussed issues relating to approval of graduate courses and programs and the relationship of the Graduate Council to the Faculty Senate. CAPP finalized and sent a letter to the proposers of the Undergraduate Certificate in</p>	<p>1. No action was taken.</p> <p>2. No action was taken.</p>

<p>Sustainability, agreed to write a letter asking about the status of technical changes that will allow the Senate policy on Grade Replacement to function, assigned a subcommittee to evaluate the proposal on Planetary and Earth Science, and postponed to the next meeting the issue of Prior Learning Assessment.</p>	
<p>3. CFS (AS) – See action items. The next CFS meeting has not been scheduled for Jan. ‘19 yet.</p>	<p>3. No action was taken.</p>
<p>4. COA (AS) – COA held a meeting on Wednesday, 11/28/18. Chair summarized the Chair’s retreat and SEC expectations of the committees. The \$1.8 M Athletics Department deficit was briefly discussed in the context of how will this affect student-athletes. The importance of a sports psychologist position was discussed to address potential mental health issues of student-athletes. COA will explore what other universities are doing with the new guidelines for concussion management and will find out more on the status of the Gender Equity Report. COA canceled the 12/5/18 meeting. The next meeting is scheduled on 1/30/19, in Hawaii Hall 208 at 3:00 PM.</p>	<p>4. No action was taken.</p>
<p>5. COR (DD) – No report. The COR Spring meeting schedule will be determined in Jan.’19. James Potemra is the new Spring Chair.</p>	<p>5. The COR resolution will be placed on the 1/16/19 MFS meeting.</p>
<p>6. CPM (CS) – No report. The next CPM meeting will be held on January 9th in Hawaii Hall 208 at 4:00 PM.</p>	<p>6. No action was taken.</p>
<p>7. CSA (JG) – No report. The next CSA meeting will be on 1/9/19 in Hawaii Hall 208 at 2:30 PM.</p>	<p>7. No action was taken.</p>
<p>8. GEC (SR) - No report. GEC held a meeting on 12/7/18, in ITC 105 B. The next GEC meeting will be held on 12/14/18 at ITC 105B.</p>	<p>8. Stacey Roberts has resigned as GEC liaison effective 12/7/18. Carolyn Stephenson will attend the 12/14/18 meeting as the new GEC liaison.</p>
<p>9. CEE (JG) – No report.</p>	<p>9. No action was taken.</p>
<p>10. UHPA (AS) – No report.</p>	<p>10. No action was taken.</p>

MĀNOA FACULTY SENATE

UNFINISHED BUSINESS	1. None	
BUSINESS	<ol style="list-style-type: none"> 1. <u>Review of SEC meeting schedule in December</u> SEC meetings were cancelled for 12/24 and 12/31. SEC meetings to resume again on 1/7/19. 2. <u>Potential agenda items for 12/17/18 meeting with President David Lassner</u> 3. <u>Emeritus faculty parking</u> -- SEC members reported hearing that departments may have to pay parking for Emeritus faculty. Nothing has been seen in writing so it is not clear if this rumor is merited or if the decision has been already made, and if so it is without faculty input. Currently, emeritus parking is subsidized by parking pass purchasers. Any changes in parking rates/policies should be reviewed by CAB. 4. <u>Possible discussion points with iVCAA M. Bruno</u> 	<ol style="list-style-type: none"> 1. Items for David Lassner. 2. No action required. 3. Motion made by D. Duffy to refer issue to CAB to review status of emeritus faculty parking policies. Seconded by D. Vincent. Motion carries, four in favor, one opposed.
ADJOURNMENT	The next meeting of the SEC will be held on 12/17/18 in Hawaii Hall 208.	<p>Motion to adjourn made by C. Stephenson; seconded by D. Vincent.</p> <p>Passed unanimously.</p> <p>Meeting adjourned at 3:25 PM</p>

Respectfully submitted by Ann Sakaguchi, Secretary

Approved unanimously on December 17, 2018.