

**EXECUTIVE COMMITTEE  
MEETING MINUTES**

**MEETING DATE:**       **March 19, 2018**                   **2:00 PM - 5:00 PM**  
**LOCATION:**             Hawaii Hall 208  
**ATTENDANCE:**       [P = Present; A = Absent; E = Excused]

<b>MEMBERS</b>		<b>MEMBERS</b>		<b>MEMBERS</b>		<b>GUESTS</b>	<b>TIME</b>
Christine Sorensen Irvine	P	David Duffy, Vice-Chair	P			iVCAA Michael Bruno	3:00 PM - 4:00 PM
Douglas Vincent, SEC Secretary	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

<b>SUBJECT</b>	<b>DISCUSSION / INFORMATION</b>	<b>ACTION / STRATEGY / RESPONSIBLE PERSON</b>
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Sorensen-Irvine at 2:04 PM.
<b>REVIEW OF MINUTES</b>	1. The minutes of the March 12, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by D. Vincent to approve the March 12, 2018 minutes; seconded by J. Casken. Approved unanimously.
<b>CHAIR'S REPORT</b>	1. The SEC wished Chair Sorensen-Irvine a belated happy birthday. 2. No SEC meeting on March 26th - State Holiday 3. Classroom Committee update -- Got estimates of classroom renovations. Voted to renovate 11 classrooms in Keller. Two rooms in Kuykendall to for use as classrooms. \$1.5 M requested. Keller is to be renovated in 2022 (CIP request). Kuykendall is still a question mark. Other \$.5M planned for labs or large lecture hall renovations. 4. Design team update -- The original plan for seven subcommittees has been changed. There is a tentative March 31 date for one hour discussions of each functional area. Still tentative. Not yet confirmed.	1. No action needed.  2. No action needed 3. No action needed   4. No action needed

	<p>5. ACCFSC survey -- has been revised. Will be presented to the full ACCFSC committee on Friday, if approved then to D. Straney's office.</p> <p>6. ADA compliance for the MFS website- T. Conway will review the UHMFS website and make recommendations to the SEC. One safe harbor practice is to ensure template for minutes is compliant. Report will be sent to SEC by end of semester.</p>	<p>5. No action needed</p> <p>6. No action needed</p>
<b>ACTION ITEMS</b>	<p>1. CFS recommendation for the MFS Elections schedule.</p> <ul style="list-style-type: none"> <li>• Candidacy period: March 27th - April 8th</li> <li>• Election period: April 9th - April 18th</li> </ul> <p>2. CFS recommendation to appoint Jill Sur of SocWk to replace resigning Senator Susan Nakaoka remaining senate seat ending August 31, 2019.</p>	<p>1. Motion by S. Roberts to approve the MFS election schedule; seconded by D. Duffy. Approved unanimously.</p> <p>2. Motion by D. Duffy to appoint Jill Sur to replace Sen. S. Nakaoka remaining term; seconded by S. Roberts. Approved unanimously.</p>
<b>GUEST</b>	<p>iVCAA Michael Bruno (3:00 PM - 4:00 PM)</p> <p>Discussion points:</p> <ul style="list-style-type: none"> <li>• Rumor #1 Cancelling the FQ course designation. FQ courses are an accreditation requirement. Bruno is meeting with M. Chyba -- looking at alternatives to the 30 student minimums. Implementing would require too many sections, Natural Sciences doesn't have the budget to do it. OVCAA is looking at transitions. Bruno said it is not a philosophical debate; the cost is significant and there is a fiduciary responsibility to not expend funds that are not available. S. Roberts told Bruno that the GEC voted to support to the 30 student limit. All agreed that it's all about the success rates for Math 100 students. Look at changes to improve the success rate in FQ classes. Funds have been allocated ~\$100K for pilot projects, with further scale up for next year. Plan uses student learning assistants -- Math Dept has a plan for 100K a year.</li> <li>• Rumor #2. SEC has heard that advisors have stated that the credit removal policy has been permanently stopped. Bruno stated that the removal of credits retroactively is stopped, but only until MFS CAPP makes recommendations on the policy. CAPP will</li> </ul>	<p>1. The SEC thanked iVCAA Bruno for his time and thoughts.</p>

	<p>make a recommendation via resolution to the Senate.</p> <ul style="list-style-type: none"> <li>• Colleges/Departments used to have to cover costs for fringe benefits for I2 faculty positions. The administration is no longer viewing I2 as temporary faculty and is covering the cost of fringe benefits. The hope is to create a career pathway for I2s. The administration and UHPA agreed to four salary steps, based upon satisfactory performance, in the new CBA. Departments don't have to come up with fringe for the position numbers.</li> <li>• Design team update -- March 31 is the proposed date for the Design team meeting. Seven functional areas haven't changed. Plan now is to hold an all day meeting with faculty and administration to discuss each functional area. Invitations will go out shortly. In April, Lassner will go public with results of the Design Team and plan for the reorganization.</li> <li>• Change in name to Graduate Division -- was there rationale for changing the name of Office of Graduate Education back to Graduate Division? Bruno: not sure.</li> <li>• Legislative update -- Bruno briefed the SEC on current legislation affecting UHM. Maunakea is still a big issue. Issues still alive: <ul style="list-style-type: none"> <li>○ Moving IFA to Hilo</li> <li>○ Handing over Maunakea to OHA.</li> <li>○ Reopening of all leases on the telescopes.</li> <li>○ To charge a fee to anyone going up the mountain who isn't a cultural practitioner.</li> <li>○ Unionization of graduate assistants. UH asked for funds for pay increases for GAs.</li> <li>○ Future tuition increases tied only to whether the Hawaii median wage increases. (Note that all proposed future tuition increases are to cover CIP requests and deferred maintenance).</li> <li>○ UH is waiting on budget bills, CIP requests, and approval and authority to seek bonds.</li> </ul> </li> </ul>	
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	<ul style="list-style-type: none"> <li>Bruno was asked about the recent external review of the General Education Program. Bruno stated that the first comment was “do no harm to the students” but in fact current practices are harming the students. Was pleased with the external review. Recommendation that W requirements be tied to the course, NOT the faculty member teaching the course. Similar to what is seen in the WICHE passports program -- tie Gen Ed requirements to course outcomes. Gen Ed needs to focus on what’s good for the students.</li> </ul>	
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>CAB (DV) – CAB has not met. Awaiting referral for UHM HR reorganization.</li> <li>CAPP (BP) – Meeting was held on March 14. Approved College of Engineering proposal for the April Senate agenda. C. Stephenson will present at the Senate. Discussed credit removal policy. Plan to invite others to discuss.</li> <li>CFS (GW) – Meeting was held on March 14. Agreed to motion on voting on SEC elections.</li> <li>COA (BP) – D. Matlin will speak at the May Senate meeting.</li> <li>COR (DD) – working on a resolution on research productivity metrics for the April Senate meeting.</li> <li>CPM (JC) – No meeting. Letter returned to VPRI on COI and funds channeled through UHF and awaiting V. Syrmos response. Recommended VPRI office contact CPM.</li> <li>CSA (JC) – Meeting was held on March 14. G. Rodwell visited with CSA. How systems (STAR and Banner) work. Considering a motion/resolution to support academic advisors. Many areas are unsettled regarding advising.</li> <li>GEC (SR) - GEC met on March 16. S. Roberts met with P. Quigley from UH System and P. Shea from WICHE to discuss the WICHE Passport for General</li> </ol>	<ol style="list-style-type: none"> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken</li> <li>No action taken.</li> <li>No action taken.</li> </ol>

Education on March 15 and shared the information with the GEC. Also shared electronic copies of a brochure about the program, and a handbook of learning outcomes. The committee asked S. Roberts to invite P. Quigley to meet with the committee for a Q & A on April 6 and P. Shea to meet April 20 via Skype for more information. Chair Agcaouili said he would like the committee to move quickly to look into adopting the Passport in conjunction with the overall review of General Education, and if it were found to be helpful to current UHM students and prospective transferees the committee should recommend adopting it before the end of the academic year. There were questions about the need to “hurry” and the committee agreed that if it felt there were serious questions about its adoption at UHM in the near future, the decision would be delayed and perhaps deferred to the next academic year. The committee reviewed two proposals for courses with three focus designations and passed both. Chair Agcaouili asked for volunteers for a subcommittee to look at the current GEC MOU with the Senate to see if it should be revised or a new one be created. H. Zaleski is chairing the committee and three other members are serving on it, including C. Boule from the General Education Office. The committee voted unanimously to support the 30:1 student to faculty ratio for FQ courses. There was a brief discussion of the exit report from the General Education External Review Team. The main questions surrounded whether or not we would have to adopt the Review Team recommendations. Chair Agcaouili reiterated that the recommendations are just that, and it will be the GEC and Senate that make final decisions about the General Education Program and its governance. H. Zaleski asked why the General Education Steering Committee’s internal report and the External Review Team’s report are not being posted on the GEC website. W. Vincent from the Steering Committee explained that this decision was made last year when the Steering Committee was formed because both the internal and external reports were preliminary, with the final report coming from the Steering Committee in May. She explained that because the preliminary reports were works in progress, they might be construed as representing final decisions if they

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	<p>were made public beyond the scope of the SEC and GEC. Next meeting April 6.</p> <p>9. CEE (CSI) – Meeting was held on March 15. Didn't meet quorum</p> <p>10. UHPA (GW) – No meetings since the Faculty forum. Board elections are coming up.</p>	<p>9. No action taken.</p> <p>10. No action taken.</p>
<b>UNFINISHED BUSINESS</b>	<p>1. None</p>	
<b>BUSINESS</b>	<p>1. Discuss SEC Chair testimony to the BOR External review of GEC, classroom renovations; faculty and staff are involved in the reorganization discussions. Feature faculty involved in the community.</p> <p>2. Discussion on sending COA rep to Coalition on Intercollegiate Athletics (COIA). We can have two representatives; suggested that a second person to go. Need funding for travel and conference fees.</p> <p>3. Discuss referral and deadline request for Reorganization Proposal of the Office of Human Resources</p> <p>4. MFS Guest speaker for May 9th MFS meeting - D. Matlin</p>	<p>1. Reviewed and approved.</p> <p>2. Chair will request funding from President's office. COA member, Steven Minaglia, JABSOM has volunteered to attend the April 21, 2018 COIA conference. Motion to send a second representative. J. Casken, B. Powell.</p> <p>3. Motion by D. Vincent to refer reorg proposal to CAB. Seconded by D. Duffy. Approved unanimously Motion by D. Duffy to send memo and invite to April 2nd SEC meeting to OHR Director D. Kiyosaki and Associate Director of OHR K. Hashiro. Second by D. Vincent. Passed unanimously.</p> <p>4. Motion to invite Matlin to the May Senate meeting Motion: D.</p>

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	<p>5. Memo to CAPP re: Veterans Task Force</p> <p>6. Study Abroad - Strengths &amp; Challenges</p>	<p>Vincent, Second, B. Powell. passed unanimously.</p> <p>5. Motion to send the memo to CAPP, Motion, J. Casken, second D. Duffy. Passed unanimously.</p> <p>6. Link PowerPoint to the Senate web site from Study abroad, Motion: J. Casken, second S. Roberts passed unanimously.</p>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on April 2, 2018.	Motion to adjourn by D. Duffy; seconded by J. Casken. Passed unanimously. Meeting adjourned at 4:48 PM.

Respectfully submitted by Douglas Vincent, Secretary  
Approved unanimously on April 2, 2018.