



**EXECUTIVE COMMITTEE**  
**MEETING MINUTES**

**MEETING DATE:** November 27, 2017 2:00 PM - 5:00 PM

**LOCATION:** Hawaii Hall 208

**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine, Chair	P	David Duffy, Vice- Chair	E			iVCAA Michael Bruno	2:30 PM - 3:30 PM
Douglas Vincent, SEC Secretary via polycom, excused 4:25 PM	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>  <b>APPROVE AGENDA</b>		Meeting was called to order by Chair C. Sorensen Irvine at 2:00 PM.
<b>REVIEW OF MINUTES</b>	1. The minutes of the November 20, 2017 Senate Executive Committee had been circulated electronically.	1. Motion by J. Casken to approve the November 20, 2017 minutes; seconded by S. Roberts. Approved unanimously.
<b>CHAIR'S REPORT</b>	1. Campus climate committee -- met last week. Holding focus groups with students on Tuesday and Thursday of this week to get from students what they believe are the issues. Among the questions: Are they feeling included or excluded? What is free speech? Have they had their free speech restricted? Are there times when they've felt restricted in what they want to say? What support systems do they need? The data will be summarized. Three subgroups -- 1)	1. There is need for additional faculty to serve, encourage faculty to participate and if names are available, refer them to CFS.



	<p>Review Manoa policies and to make recommendations; 2) Development of educational programs and tools for faculty and staff, and 3) Finding and curating resources. The committee needs additional faculty to serve. The committee is looking at other institutional policies and surveys and there is a possibility of doing a survey on campus. Lassner mentioned to the committee the need for an ombudsman office.</p> <p>2. Tax bill impact on grad students -- Do we want to have a statement from the MFS regarding the impact of the new tax bill on graduate students.</p> <p>3. GEO Director search -- GEC has evaluated all three candidates. Strengths and weaknesses will be summarized and sent to AVCAA Halbert who will make the decision.</p> <p>4. ACCFSC is sending an official request asking for two community college faculty senate chairs to sit in on UHM discussions about general education review.</p>	<p>2. C. Irvine will draft a resolution for the next SEC meeting and for the December Manoa Faculty Senate Meeting.</p> <p>3. No action taken</p> <p>4. No action taken</p>
<b>ACTION ITEMS</b>	<p>1. None</p>	
<b>GUEST #1</b>	<p>1. Interim VCAA Michael Bruno (2:30 PM) Discussion topics:</p> <ul style="list-style-type: none"> <li>Credit removal issue -- Chemistry credits. Memo sent to the Registrar regarding rescinding credits. The memo from Bruno only restores the credits removed in the existing situation. Bruno will be meeting with parties involved. Bruno hopes that SEC and OVCAA can review this issue and work toward a solution.</li> </ul>	<p>1. No action taken.</p>



- GEC FQ ratio. Bruno explained how OVCAA are dealing with the 30:1 ratio controversy. The issue is one of budget deficiency; there aren't funds to offer additional sections of these traditionally larger classes. The 30:1 ratio came out of the GEC as a compromise. The 30:1 ratio will affect the budget in a permanent manner. Conversations will be ongoing. Approximately 20 years ago, the Math Department had a "math summit" to gather information about what sorts of "math" everyone needed on campus. What resulted was the current situation with specialized math courses for different disciplines. Bruno is suggesting that we should "refresh" the current system. As this new budget model is going to be implemented, UHM needs to avoid incentives for creating new courses and more silos.
- New reorganization model. Lassner has changed the model somewhat from that presented to SEC earlier. There will be a campus forum on Friday, December 1, 2017 to present the draft. The proposed Provost position will help bridge the gap between research and academic. Provost needs a background in both research and academics. DL contends that the Chancellor system has never worked at UHM. The Chancellor needs to be external face of UHM but here the UHM Chancellor also manages the day-to-day operation of UHM. The Provost would be shielded from the President. Q. What is the role of the Chancellor? Will the resources be made available to the Chancellor for fundraising, alumni relations, communications? The key for a strong, successful Chancellor is to fix the relationship between the Chancellor and the President. The Chancellor needs to have the authority to act as a strong Chancellor.
- Faculty categories were discussed.



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COMMITTEE REPORTS		
	1. CAB (DV) – No report. Next meeting is scheduled for Dec. 6th. Kathy Cutshaw is scheduled for the 12/6/2017 meeting.	1. No action taken
	2. CAPP (BP) – No report. Worked primarily on the CES questions. Meeting again on December 6, 2017. Want to have a resolution before the Senate to accept the common questions for the January Senate meeting. Dental Hygiene certificate has been sent to CAPP. Need to get the courses to CAPP. Was missing courses and syllabi and forward to CAPP. CAPP is discussing other issues.	2. No action taken.
	3. CFS (GW) – No report. Next meeting is scheduled for Dec 6th. There are some vacancies, that need to be dealt with.	3. No action taken.
	4. COA (BP) – No report. Next meeting is scheduled for Dec 7th.	4. No action taken.
	5. COR (DD) – No report. Next meeting is scheduled for Dec 5th.	5. No action taken.
	6. CPM (JC) – Next meeting is scheduled for Dec. 1st.	6. No action taken.
	7. CSA (JC) – No report. Next meeting is scheduled for Dec. 6th. Committee met with Roxie Shabazz about retention and attrition of students. Retention refers to first year students who do not go on to a sophomore year. Attrition refers to students in their second year onwards, who do not continue. Roxie is amenable to sharing data. It appears that there is a very high level Strategic Planning Committee for Enrollment (with no faculty membership.)	7. No action taken.
	8. GEC (SR) – No report. Next meeting is scheduled for Nov. 30th.	8. No action taken.
	9. CEE (CSI) – No report. Next meeting is scheduled for Dec. 4th. .	9. No action taken.
	10. UHPA (GW) – UHPA meeting on campus was lightly attended. Discussed ongoing current negotiations with UH, e.g. intellectual property. Next	10. No action taken.



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	board meeting is January 6, 2018.	
<b>UNFINISHED BUSINESS</b>	1. None.	
<b>BUSINESS</b>	<ol style="list-style-type: none"><li>1. Review November 15th Senate Minutes</li><li>2. Discussion on Student Retention Data</li><li>3. Board of Regents Policy 5.201 is being revised. Draft revisions are found <a href="#">here</a>. Need definition of “internal assessment of programs, under Sections E. “Review of Established Programs” and F. “Termination of Programs”. We should determine whether the policies are still draft or have been approved. These are academic issues and should be addressed by MFS.</li></ol>	<ol style="list-style-type: none"><li>1. Reviewed, amended and approved.</li><li>2. J. Kinder to send email to Roxie Shabazz to request data on retention/attrition for undergraduates for UHM and Colleges/Schools.</li><li>3. SEC will follow this discussion closely.</li></ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on December 4, 2017.	Motion to adjourn by J. Casken; seconded by G. Wilkens. Passed unanimously. Meeting adjourned at 4:35 PM.

Respectfully submitted by Douglas Vincent, Secretary  
Approved unanimously on December 4, 2017.