

## EXECUTIVE COMMITTEE

### Meeting Minutes

**MEETING DATE**      January 6, 2020  
**MEETING TIME**     1:30 PM - 4:30 PM  
**LOCATION**             Hawaii Hall 208

### Attendance

#### Members

Name	Role	Attendance
Tom Conway	Chair	Excused
Paul McKimmy	Vice-Chair	Excused
Jim Potemra	SEC Secretary	Present
Ann Sakaguchi	MFS Secretary	Present
Carolyn Stephenson	Member	Present, arrived at 1:36 pm.
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
John Kinder	Staff	Present

#### Guests

Name	Role	Time
None		

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The meeting was called to order by acting Chair J. Potemra at 1:32 PM.
<b>Review of Minutes</b>	1. The minutes of the 12/16/19 Senate Executive Committee were circulated electronically.	1. Deferred until committee reports can be updated.
<b>Chair's Report</b>	1. Discussion on Spring 2020 SEC guest schedule.  2. SEC guests for 1/13.  3. Dec 30th SEC meeting was cancelled.	1. J. Kinder to invite Provost Bruno & President & CEO Lassner for twice a month meetings. J. Kinder to invite Interim Interim VCS Ideta to a Spring SEC meeting. Interim Interim VCR Velma Kameoka will be invited as needed. 2. No guests are scheduled at this time. 3. No action.
<b>Action Items</b>	1. CFS recommends the following appointments: <ul style="list-style-type: none"> <li>a. Diversification Board,               <ul style="list-style-type: none"> <li>i. John Gagnon, English</li> <li>ii. Peiling Kao, Dance</li> <li>iii. Philip von Doetinchem, Physics &amp; Astronomy</li> </ul> </li> <li>b. Diversification Board, Alternate               <ul style="list-style-type: none"> <li>i. Daniel Harris-McCoy, LLEA</li> </ul> </li> <li>c. Writing Intensive Focus Board (WI), August 2019-June 2022               <ul style="list-style-type: none"> <li>i. Kevin Nutes, Architecture</li> </ul> </li> <li>d. Committee on Educational Effectiveness (CEE), August 2019-June 2022               <ul style="list-style-type: none"> <li>i. Robert Lipske, Outreach</li> <li>ii. Alice Tse, Nursing and Dental Hygiene</li> </ul> </li> <li>e. Committee on Educational Effectiveness (CEE), Alternate 1-year term               <ul style="list-style-type: none"> <li>i. Jean Thoulag, Library Services</li> </ul> </li> </ul>	1. A. Sakaguchi made a motion to approve the CFS recommendations; seconded by J. Griswold. The motion was approved 5 votes in favor; 0 abstentions.

<b>Guest(s)</b>	1. None.	
<b>Committee Reports</b>	<p>1. CAB (AS) – No report.</p> <p>2. CAPP (CS) – Met Dec. 11 with guests Colin Moore (PPC), Morgen Johansen (PUBA), Priyam Das (DURP), and Brien Hallett (PEACE) on the proposed Public Policy undergraduate major, and with Ashley Maynard and Charlene Baker (Chair Psych) on the 5-week courses. Approved Spring meeting dates for 3 p.m. to 4:30: Jan. 8, 22, Feb. 12, 26, March 11, April 8, 22, and May 6.</p> <p>3. CFS (TN) – For new Diversification Board members, those newly appointed would like to meet to discuss and decide the length of their terms; there are 1-, 2-, and 3-year terms available. Next meeting is Jan 7 at 11am.</p> <p>4. COA (JG) – No report. Will schedule Spring meetings via email.</p> <p>5. COR (JP) –No report. Next meeting Jan 8.</p> <p>6. CPM (TN) – Met on Dec 20. Guests were AVC Beverly McCreary and Marc Moody (Professor of Communications) to discuss the status of Masters of Fine Arts as a terminal degree; why does it need constant verification as equivalent to a PhD? Possibly change to EP 5.221. CPM will be looking at peer and benchmark institutions and their language and also the Hawaii State Senate Bill passed last legislative session about faculty classification. CPM also looked at mentoring programs and may invite colleges with their own mentoring programs to share with CPM. Next meeting is tentatively Jan 21.</p> <p>7. CSA (JG) – No report.</p> <p>8. GEC (CS) – Met Dec. 18. Revised and approved minutes. Went over proposed Governance document and discussed disagreements with SEC over process to be followed. Went over Mission, Vision and Values proposed statement. Discussed question of number of</p>	<p>1. No action was taken.</p> <p>2. No action was taken.</p> <p>3. No action was taken.</p> <p>4. No action was taken.</p> <p>5. No action was taken.</p> <p>6. No action was taken.</p> <p>7. No action was taken.</p> <p>8. No action was taken.</p>

	<p>multiple focus designations, esp. when Writing Intensive and Oral. Discussed proposed changes in Focus policies and deadlines.</p> <p>9. CEE (PM) – No report.</p> <p>10. UHPA (AS) – No report. Next meeting on January 11, 2020.</p> <p>11. WASC (CS) – Meeting held Dec. 19.</p> <p>12. Educational Excellence Design Team (CS) – Meetings cancelled Dec. 2019. Met Jan 6, 2020 to go over proposed Org. Chart and heard results of overall Design Team Dec. meeting. Next meeting Jan. 13 will examine functional statements for each unit before Jan. 17 deadline.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) – Next meeting currently being scheduled.</p> <p>14. Enrollment Management Committee (TC/BP) – No report.</p> <p>15. Student Success Committee (PM) – No report.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No report.</p>	<p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</p> <p>12. No action was taken.</p> <p>13. No action was taken.</p> <p>14. No action was taken.</p> <p>15. No action was taken.</p> <p>16. No action was taken.</p>
<b>Unfinished Business</b>	<p>1. Discussion on Memorandum - Plan to Move Extension Courses from Outreach College to Day Session</p> <p>2. Discussion on revised charge for the Parking Task Force Committee</p> <p>3. Motion to approve revised GEC governing documentation</p>	<p>1. No action.</p> <p>2. No action.</p> <p>3. No action.</p>
<b>Business</b>	<p>1. Review MFS Agenda - January 15th</p> <p>2. Review draft MFS Meeting Minutes 20191016</p> <p>3. Review draft MFS Meeting Minutes 20191120</p> <p>4. Executive Policy 5.221: Classification of Faculty  <a href="https://www.hawaii.edu/policy/index.php?action=viewPolicy&amp;policySection=ep&amp;policyChapter=5&amp;policyNumber=221">https://www.hawaii.edu/policy/index.php?action=viewPolicy&amp;policySection=ep&amp;policyChapter=5&amp;policyNumber=221</a>  UH Materials for the WAM/HRE Informational Briefing</p>	<p>1. Reviewed.</p> <p>2. Reviewed.</p> <p>3. Reviewed.</p> <p>4. No action.</p>

## MĀNOA FACULTY SENATE

<b>Adjournment</b>	The next meeting of the Senate Executive Committee will be on January 13, 2020.	T. Nguyen made a motion to adjourn; seconded by C. Stephenson. Meeting adjourned at 3:43 PM.
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Respectfully submitted by Jim Potemra, SEC Secretary.

Approved on January 13, 2020.