

**EXECUTIVE COMMITTEE  
Minutes**

**MEETING DATE** September 23, 2024  
**MEETING TIME** 1:30 PM - 4:30 PM  
**LOCATION** Zoom

**Members**

<b>Name</b>	<b>Role</b>	<b>Attendance</b>
Edo Biagioni	Chair	Present
Marguerite Butler	Member	Present
Camaron Miyamoto	Member	Present, arrived 1:31 pm
Sarita Rai	SEC Sec.	Present
Brian Richardson	MFS Sec.	Present
Ann Sakaguchi	Vice Chair	Present
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

**Guests**

<b>Name</b>	<b>Role</b>	<b>Time</b>
David Lassner	CEO	2:00 pm - 2:30 pm

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>	The meeting was called to order.	The Zoom meeting was called to order by Chair Biagioni at 1:30 PM.
<b>Review of Minutes</b>	<p>1. The draft minutes of the 8/26/2024 Senate Executive Committee were circulated electronically.</p> <p>2. The draft minutes of the 9/16/2024 Senate Executive Committee were circulated electronically.</p>	<p>1. Minutes are approved as corrected.</p> <p>2. Minutes approved as corrected.</p>
<b>Chair's Report</b>	<p>1. Update on 9/19 BoR meeting. The most testimony was on the approval of indemnification of the U.S. government on the contract for the ARL.</p> <p>2. Update on 9/20 ACCFSC meeting. VPAS Debbie Halbert informed the ACCFSC that the administration has decided to table for now the proposed changes to RP 5.213.</p> <p>3. The UHCCs jointly proposed the composition of a systemwide committee to oversee the reform of General Education as proposed by the administration. The ACCFSC approved the committee composition as follows: 4 faculty from UHM (including chair of CAPP and Chair of GEC), 9 faculty from every other campus, and 2 students (faculty to be nominated by their respective senates).</p>	<p>1. FYI</p> <p>2. Motion for Chair E. Biagioni to request a followup written memo from D. Halbert to rescind the request for the consultation for RP 5.213.</p> <p>Unanimously voted to approve.</p> <p>3. Request D. Halbert and UHCC VP D. Teraoka, Chair of CAPP, GEO Director, and GEC Chair to attend the September 30th in-person meeting, or at a subsequent meeting. Discussion on tabling RP 5.213 and the ACCFSC new CC community college proposal. Request clarification from ACCFSC on what exactly is being proposed and what form of response is requested from MFS. Motion: made by M. Butler,</p>

	<p>4. Update on 9/23 provost council meeting. New web Content Management System called Cascade should be easier to use and more accessible. Next provost council will be on December 23.</p> <p>5. Impact bargaining slide presentation</p> <p>6. Senator (LAW) Resignation - Miyoko Pettit-Toledo (JK)</p> <p>7. Revised MFS senator count after Fall Special elections - 63, so quorum will be 32. (JK)</p>	<p>2nd by C. Stephenson: 5 in favor none opposed</p> <p>4. Information only</p> <p>5. Information only</p> <p>6. Information only</p> <p>7. Information only</p>
<b>Action Items</b>	<p>1. Request for MFS Rep to self-nominate if interested in becoming a member of the Search Advisory Committee(SAC) -for permanent VPAE</p> <p>2(a). Fall Special Election polls closed on Friday, Sept 20 at 11:59 pm. CFS has reviewed &amp; approved the Fall Special Elections results. CFS recommends that the election results be certified by the SEC.</p> <p><b>SOEST</b> - elects Erik Franklin  <b>ORU</b> - elects Shuxing Zhang  <b>CALL</b> - elects Brad Taylor &amp; Yola Monakhov Stockton  <b>HSHK</b> - elects Maya Saffery  <b>SCB</b> - elects Daniel Port &amp; Xiaodan Mao-Clark  Special Election audit files</p> <p>2.(b) CFS approved the following MFS committee assignments:  Anastasia Kostetskaya to CPM  Brad Taylor to GEC  Dan Port to CAPP</p>	<p>1. Send to CFS  Votes: 3 Yes; 2 No  J. Kinder to send to CFS so that they may send to MFS</p> <p>2(a). Motion by M. Butler to certify the Fall Special Elections. 2nd by C. Stephenson. Approved by unanimous consent.</p> <p>2(b). Motion by M. Butler to appoint B. Taylor to GEC; D. Port to CAPP; and A. Kostetskaya to CPM. 2nd by C. Stephenson. Approved by unanimous consent.</p> <p>M.Butler moved to ratify the certification of the election results. 2nd by A. Sakaguchi. Approved by unanimous consent.</p>

	<p>3. 9/18 MFS meeting - after the senate meeting via zoom the SEC met to audit the senate votes.</p> <p>4. An SEC volunteer is requested to judge at the student speaker auditions for the Fall graduation.</p>	<p>3. On 9.18.23 the SEC via zoom reviewed the senate votes. Motion by M. Butler to ratify the Senate votes. 2nd by A Sakaguchi. Approved by unanimous consent.</p> <p>4. C. Miyamoto volunteered</p>
<b>Guest(s)</b>	<p><b>1. President Lassner (2:00 pm - 2:30 pm)</b> No announcement.</p> <p>1. Specifically RP 5.213 were there any follow ups? President Lassner is not aware of RP 5.123 changes or not.</p> <p>2. Faculty and staff replacement follow-up. Asked S. French and D. Ishii to look into it. Permanent positions: Deans send requests to S. French. Casual hire positions can be approved by the Dean. If there is a change in PD then that needs to have an HR approval. If not, approval from the Dean. Transfer within the college may be possible.</p> <p>3. Pay equity study was done previously by Professor Sang Hyop Lee for President McClain. Looking into how we can do this again.</p> <p>4. Is UH moving toward not allowing faculty hires with partial FTEs, or a combination of fractional FTEs? Asked by a JABSOM faculty member. This was the first time having this conversation and he will look into it.</p>	<p>1. No action taken.</p>

	<p>5. The U- pass includes Chaminade, HPU, UH West Oahu, UHM, Windward CC participation - only for Oahu.</p> <p>6. Jan Gouveia to come to the SEC meeting on October 7 instead of President Lassner.</p> <p>It should be fine. Asked what will be discussed? CIP projects and dorm rates, building on campus renovations etc. and other plans for the future. President Lassner will let Jan know and inform her of the in person meeting on October 7, 2024.</p> <p>7. ACCFSC: He is aware that it is a system wide committee and is not a decision making body. He recommends that the SEC invite VP D. Halbert to talk to SEC and ask her the questions.</p>	<p>6. Jan Gouveia invited guest on October 7</p> <p>7. No action.</p>
<b>MFS Committee Reports</b>	<p>1. <b>CAB (SR)</b> – CAB met on 9/17 and specifically asked the SEC Chair to ask the Chair of GEC to respond to CAB’s Feb 14 email. They would like to bring a resolution to GEC’s governance document but are unable to do so. CAB would like to have their response by November 1, 2024. If no response then CAB will move forward with a resolution</p> <p>2. <b>CAPP (CS)</b> – CAPP held its first meeting September 12, did introductions and elected Patsy Fujimoto as chair and Paulette Yamada as secretary. On going over schedules, members present agreed that first and fourth Tuesdays were good from 12 to 1, but agreed to check with members who could not be present. Upon checking, it was found that more members could meet 1:30 to 2:30 and so that time was selected. This meant that Paulette Yamada could not meet and therefore requested to be on another committee. Next meeting of CAPP: September 24 at 1:30 p.m.</p> <p>3. <b>CFS (MB)</b> – CFS met on 9-23 and certified election</p>	<p>1. Chair wrote to Brad Taylor for GEC Response.</p> <p>2. No action taken.</p> <p>3. No action taken.</p>

	<p>results and made committee assignments as noted under Action items. Call for volunteers to go out for AGC and SC of the Office of Student Conduct, CEE, and COIA. Meetings every 1st and 3rd Monday.</p> <p>4. <b>COA (BR)</b> – No report. Next meeting October 3, 2024</p> <p>5. <b>COR (CS)</b> – COR held its first meeting September 12. Following introductions, COR elected Jason Higa as Chair for Fall semester and Vice Chair for Spring, but was unable to find a vice chair or secretary, so those elections will be postponed to next meeting. COR agreed to meet first Tuesday of each month 12-1, so next meeting will be October 1.</p> <p>6. <b>CPM (CM)</b> –CPM met on 9-23 to elect officers and set regular meetings. Scott E. Schimmel elected as chair, Sarah Marshall elected as Secretary. The Vice Chair election is postponed until the next meeting. Our next monthly meeting will be October 7.</p> <p>7. <b>CSA (CM)</b> – CSA will meet on 9-24 to elect officers and set regular meetings.</p> <p>8. <b>GEC (MB)</b> – No report, will meet on 9/25.</p> <p>9. <b>CEE (AS)</b> – No report.</p>	<p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> <p>7. No action taken.</p> <p>8. No action taken.</p> <p>9. No action taken.</p>
<b>Other Reports</b>	<p>1. <b>Campus Climate Committee (BR)</b> – No meeting in October, hosting a Pilina Circle on October 10th.</p> <p>2. <b>Grad Council (CS)</b> – Grad Council met September 17 from 3 to 4:30 p.m. Following introductions, Interim Dean Maeda announced that they will be holding committee orientations shortly. Her proposed changes to Professional Doctoral Degree Requirements were discussed and approved pending minor changes. The Interim Dean also gave update on discussions on Grad Tuition Waiver committee. Next meeting October 15.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p>

<p><b>Unfinished Business</b></p>	<p>1. Discussion on MFS Leadership meeting on September 25, 2024 via Zoom. Draft 2024-25 presentation (2023-24 Leadership meeting was held on Oct 30, 2023)</p> <p>2. (9.) Discuss Parliamentary interviews and action.</p> <p>3. Consideration of second MFS listserv:  UHM-Senators - for senators to senators UHM-Faculty-Senate - official senate communication</p>	<p>1. Motion: MFS leadership meeting to be held on Oct 2, at 3:00 PM. Motion by M. Butler, 2nd C. Stephenson. Unanimous Approval</p> <p>Chair E. Biagioni to have updated slides. Approved by Unanimous consent.</p> <p>2. Move to item number 2 from 9. Moved by B. Richardson. 2nd M. Butler. Approved.</p> <p>Moved by B. Richardson and 2nd by M. Butler: “Move to request that the SEC via the chair approach the two parliamentarians to work with the UH Manoa Faculty Senate on improving our process.”</p> <p>Vote: 4 in favor, 1 opposed. Motion: Passed</p> <p>3. Move by M. Butler, 2nd B. Richardson. To use the UHM-faculty-senate listserv for official MFS communications, and the UHM-senators listserv for senator-to-senator communication.</p> <p>Vote: 4 in favor, 3 opposed. Motion passed. 4 and 5: Motion to present</p>
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	<p>4. Improving communication between the committees and SEC - perhaps sending them the SEC minutes.</p> <p>5. Communication to the faculty Congress w/r to MFS activities. Consider at the end of the semester having an SEC/MFS report to the Congress.</p> <p>6. Consider inviting the provost together with the IVPAE</p> <p>7. Possible SEC meeting with NCHEMS</p> <p>8. Discuss VPAS Policy Briefing</p> <p>9. Review March 13, 2024 draft Senate minutes</p> <p>10. Update photos and quotes for MFS website (under "Get Involved"), e.g. photos and quotes of current committee chairs</p>	<p>the SEC minutes materials in chairs retreat and invite MFS committee chairs to the SEC on a more frequent basis. Motion by M.Butler; 2nd by S. Rai. Motion passed.</p> <p>5. discussed with item 4.</p> <p>6. Postponed indefinitely. Motion: by M. Butler, 2nd by C. Stephenson. There was - no objection</p> <p>7. No action taken.</p> <p>8. M. Butler moved, 2nd by B. Richardson for SEC Chair to transmit the VPAS policy briefing to the MFS chairs for information purposes. Also the formal consultation request regarding RP 5.123 has been tabled. Vote: 6 yes. Unanimous.</p> <p>9. Action deferred.</p> <p>10. Action deferred.</p>
<b>Business</b>	1. Poll Everywhere - SEC test	1. Action deferred.
<b>New Business</b>	1. Discuss Sept 18 MFS meeting (MB).	1. Action deferred.



<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be convened on Monday, September 30, 2024 at 1:30 pm will be an in-person meeting in Hawaii Hall	Chair E. Biagioni adjourned the meeting at 4:31 PM.
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Respectfully submitted by Sarita Rai, SEC Secretary.

Approved unanimously on September 30, 2024.