

EXECUTIVE COMMITTEE Minutes

MEETING DATE January 25, 2021
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Virtual meeting via Zoom

Attendance

Members

Name	Role	Attendance
Paul McKimmy	Chair	Present
Christine Sorensen Irvine	Vice Chair	Present
Brent Sipes	SEC Secretary	Excused
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Excused
Tom Conway	Member	Excused
Jim Potemra	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Michael Bruno	UHM Provost	2:45 pm - 3:30 pm
David Lassner	President & CEO	3:30 pm - 4:00 pm

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair P. McKimmy at 1:42 PM.
Review of Minutes	The draft minutes of the 1/12/20 Senate Executive Committee were circulated electronically.	Hearing no objections, Chair McKimmy declared the minutes by acclamation with one abstention.
Chair's Report	<ol style="list-style-type: none"> VPA J. Gouveia requested 20-30 min to discuss the process of book orders. Provost Council update - three administrators leaving, budgets to be released to units, discussion of fall planning for in person vs. remote/hybrid and the use of HOT/high-flex classes. No faculty, staff, or students will be forced to return to campus if they feel uncomfortable attending face-to-face in Fall. 	<ol style="list-style-type: none"> Chair McKimmy has invited VPA to meet with the SEC on 2/1 to discuss. No action taken.
Action Items	1. None	
Guest(s)	<ol style="list-style-type: none"> Provost Michael Bruno (2:45 pm - 3:30 pm) Discussion topics included thoughts on questions from CAB; Outreach and covering instructors for those courses that had to move to campus; plans to re-org departments when there is no demonstrated cost savings, e.g., ICS; update on vaccinations via UH; and finally budget information. President David Lassner (3:30 pm - 4:00 pm) Discussion topics: General Education response of ACCFSC 	<ol style="list-style-type: none"> No action taken. action taken.
Committee Reports	1. CAB (BS) – Will invite Kalbert Young to answer budget questions; Will have a resolution on Phase 2 Reorg to SEC by 02/08/21; developing resolutions on EM interim appointments and will invite Provost Bruno in a few weeks; discussed 360 review use and utility; Bylaws	1. No action taken.

	<p>Subcommittee proposes to have SEC limited to tenured and limit 2 per constituency, using “other Committees”, considering language to allow electronic meetings during the summer, nearing the end of bylaws, will take up Rules of Order to ensure consistency.</p> <p>2. CAPP (JP) –CAPP met on 1/13 and discussed the SEC’s draft motion on Grad Council, the Course Evaluation System, two undergraduate certificates, and outlined plans for other subcommittee work.</p> <p>3. CFS (TN) – Shared recommendation with SEC of faculty to serve on an exec search advisory committee; shared preliminary election timeline for Spring 2021. Reviewed SEC’s GC motion. Next meeting is Jan 29.</p> <p>4. COA (PB) – COA met on 1/19 and discussion featured D. Matlin, Athletics Director. Shared 3 main areas: 1) GPA was highest for student athletes, above 3.00; 2) Health and Safety is priority with strict mask, social distancing standards in place. Higher standards than CDC; 3) Mental Health is being addressed with Talk-Space and private volunteer mental health professionals.</p> <p>5. COR (JP) – COR met on 1/21 and discussion centered on faculty workload as related to R-faculty (following discussion at the last BOR meeting).</p> <p>6. CPM (TC) – No report.</p> <p>7. CSA (PB) – CSA next meeting will be 2/8 at 1100am-1200pm. Special Guest is Allyson Tanouye, Director and Chief Psychologist; Interim Coordinator of Training, Coordinator of Counselor-in-Residence Program, and Coordinator of Post-Doctoral Training to discuss increasing resources for mental health resources</p>	<p>2. No action taken.</p> <p>3. No action taken.</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>
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	<p>at UHM.</p> <p>8. GEC (CSI) – Met 1/21. GEO director met with campus, system, and ACCFSC to discuss a summer institute with across system representation to discuss revamping general education. There seems to be support. Still working on governance documents. Discussed item # 11 on MOU and SEC feedback on that. Seemed open to revising. Provided an example of why they put it in.</p> <p>9. CEE (TC) – No report.</p> <p>10. UHPA (TC) – No report.</p> <p>11. Budget Prioritization Metrics (aka Prioritization Indicators Committee, or PIC) (BS, CSI) – General agreement on underlying principles but examples and quantification are needed. We are a complex university so not all metrics work for all parts. Cross Cutting Themes: diversity, program sustainability (efficiency & quality), innovation & collaboration. Strategic Goals: Native Hawaiian place of learning, student success, research and creative work, responsive to Hawaii’s needs, outreach to the community.</p>	<p>8. No action taken.</p> <p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. No action taken.</p>
Unfinished Business	<p>1. Updates to Grad Council motion - J. Potemra and T. Nguyen reported back on the comments/concerns from CAPP and CFS, respectively. Most discussion focused on the role of CAPP in the process.</p> <p>2. Collegial Behavior - to incorporate into orientation and chair training</p>	<p>1. The second “therefore” was removed (involved role of CAPP). P. McKimmy will forward to Dean Aune for feedback with a plan for action for February MFS.</p> <p>2. SEC members can add to the document. P. McKimmy and J. Kinder will incorporate into future training.</p>

	<p>3. Items for February BOR campus report; the SEC will get 3 minutes out of the Provost's presentation.</p> <p>4. Recommendations for search advisory committee for Vice Provost for Enrollment Management were presented by CFS and the SEC settled on six.</p>	<p>3. SEC members share other ideas directly to P. McKimmy.</p> <p>4. P. McKimney will forward a list of 6 names.</p>
Business	<p>1. GEC update (C. Sorensen Irvine) GEC revision; there was only one area of concern, specifically in item 11 concerning when problems arise and sending these to "or an appropriate alternative MFS committee"</p>	<p>1. C. Sorensen Irvine will forward the draft back to the GEC.</p>
New Business	<p>1. Request for MFS rep to Better Tomorrow Series: includes handling commencement speakers and vetting candidates for honorary degrees, John Matsuda has been doing this, but no longer a senator. Communicate to Robert Perkinson.</p> <p>2. SEC feedback on CAB draft resolutions regarding EM appointments</p> <p>3. How to finalize Draft SEC Guidance on Shared Governance</p> <p>4. UHM Faculty Representative to COIA (email from Joan King)</p>	<p>1. Deferred to next meeting.</p> <p>2. P. McKimmy will collect review comments from the SEC members and forward to CAB.</p> <p>3. Deferred to next meeting.</p> <p>4. Deferred to next meeting.</p>
Adjournment	<p>The next regular meeting of the Senate Executive Committee will be on February 1, 2021.</p>	<p>Having no further business and hearing no objections, Chair McKimmy adjourned the meeting at 4:43 PM.</p>

Respectfully submitted by James Potemra, acting SEC Secretary.

Approved unanimously on February 1, 2021.