

EXECUTIVE COMMITTEE

MEETING MINUTES

MEETING DATE: **July 9, 2018** **2:00 PM - 4:30 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine, Chair by Polycom	P	David Duffy, Vice-Chair	P	Carolyn Stephenson	P	Matthew Lynch and Krista Hiser	2:45 PM - 4:00 PM
Douglas Vincent, SEC Secretary	P	John Casken, arrived 2:30 PM	P	Ann Sakaguchi	P		
George Wilkens	P	Stacey Roberts, MFS Secretary	P	Jennifer Griswold	E		
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Vice Chair David Duffy at 2:00 PM.
REVIEW OF MINUTES	1. The minutes of the June 25, 2018 Senate Executive Committee had been circulated electronically.	1. Motion to approve the June 25, 2018 minutes by D. Duffy; seconded by D. Vincent 8 votes in support of approval and 0 abstention.
CHAIR'S REPORT	1. Facilities meeting update from eight down to four campus planning priorities (still revising) (1) strengthen pedestrian and gathering experience; (2) Streamline getting to and around Mānoa on and off campus locations; (3) aggregating activities into zones; (4) optimize facilities and land use. Discussion about COE relocation and space needs for COE programs. 2. ACCFSC survey report -- draft copy was distributed. Send comments to the C. Irvine for recommended revisions. 3. Reminder: Chair travel -- After July 9, 2018 meeting and not back until July 28, 2018.	1. No action. 2. SEC members send comments to C. Irvine who will forward to System.

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		3. No action.
ACTION ITEM	1. Memo on History Reorganization. CAB previously reviewed proposal, completed the checklist, and recommended endorsement.	1. C. Irvine drafted a memo for review and discussion. A motion to send a revised version of the memo endorsing the reorganization to be sent forward. S. Roberts moved, A. Sakaguchi seconded. Motion approved unanimously.
GUESTS	<p>1. Matthew Lynch System Sustainability Coordinator and Krista Hiser Systemwide Sustainability Curriculum Coordinator (2:45 PM)</p> <p>Discussion points:</p> <p>A) System vision for sustainability;</p> <p>B) What role you perceive the System office to have in terms of sustainability curriculum;</p> <p>C) How you are working with the various campuses on sustainability initiatives.</p> <p>D) How is coordination among various sustainability initiatives being done.</p> <p>M. Lynch presented information on Sustainability Initiatives. In 2012, students, staff and faculty came together to discuss sustainability since 2001. Why haven't we achieved a critical mass? No institutional commitment, no policy for UH. Working groups established from across 10 campuses. Resulted in Hawaii Sustainability in Higher Education Summit; developed a draft policy. Took two years to develop the sustainability policy, another 29 drafts to incorporate input. In 2015 Lassner formalized the policy and it was approved. System Office formed in 2015. Current policy EP 4.202 can be found at tinyurl.com/UHexecpolicy. In 2017 work commenced on Sustainability Minor. System has no authority for curricula, but can coordinate.</p> <p>Malama Hawaii, Ma'uo, 'imi, and 'ike (the four principles) undergird sustainability issues and are mapped to Campus Operations, Curriculum, Teaching, Learning, Research & Scholarship, and Engagement & Partnerships. The System office exists to complement and support and enhance the work that is taking place on each campus.</p>	1. The SEC thanked System M. Lynch and K. Hiser for their input and clarifications regarding the sustainability curriculum and sustainability at UH.

Campuses reflect back to the System office. Campuses often build to their strengths and system office provides support, especially as it relates to the curricula. Sustainability across the curriculum -- what are students learning and where are they learning about sustainability? Faculty development to make connections.

UH participates in national STARS initiative (Sustainability Tracking and Rating System), part of the American Association for Sustainability in Higher Education - UH Mānoa is a member. What are we teaching: upper division certificates, graduate certificates, degree programs, resources to support the efforts. Interdisciplinary discussions across campuses. Emerging shared criteria are evolving and becoming more robust. Environmental studies repackaging as sustainability. Teaching sustainability as a value rather than as a discipline. Initiatives rely partly on four principles derived from the Earth Charter.

Sustainability System Council is operations focused. Sustainability Curriculum Council works with appropriate campus committee to make recommendations. Sustainability leadership is not clear at Mānoa.

See a difference between sustainability and environmental studies. There are seven core sustainability concepts: active pedagogy, engaging with solutions, service learning, applied research, engagement of the faculty, faculty developing their thinking, helping students develop ideas and concepts across disciplines. Research on impact on learning on sustainability -- need to connect with solutions.

Office of Sustainability staffing -- M. Lynch, Sustainability Director; M. Topping, Director of Energy Management; K. Hiser, System Sustainability Curriculum Coordinator. Hiser is on a release time -- 9 credits a semester. Academic subject certificate -- separate campus certificate at KCC, certificate is given by the campus. How do they articulate with Mānoa? System has goal of consistency across campuses. Academic subject matter is on each campus. Want to engage first year students.

What's happening on the Mānoa campus; what can be done? Institute for Sustainable Resilience at UH Mānoa.

	Lack of a strategic approach is an opportunity, too. Office of Climate Change and Resilience. Mānoa needs to do what is appropriate for Mānoa. What are the investments needed? Expand our thinking. Create a group process. UH Sustainability Office can assist. Some Manoa courses have been approved by VCAA office to be designated SUST.	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (DV) – No report. 2. CAPP (BP) – No report. 3. CFS (GW) – No report. 4. COA (BP) – No report. 5. COR (DD) – No report. 6. CPM (JC) – No report. 7. CSA (JC) – No report. 8. GEC (SR) - No report. 9. CEE (CSI) – No report. 10. UHPA (GW) – No report. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken 9. No action taken. 10. No action taken.

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UNFINISHED BUSINESS	<ol style="list-style-type: none"> 1. Discussion on Election reporting. (G. Wilkens) 2. Feedback on GEO/GEC/MFS MOU; updated MOU version was received May 25, 2018 from Christine Beaulé and forwarded to SEC by Christine. We need to provide feedback to the GEC and GEO. 2003 memorandum: https://www.hawaii.edu/gened/gec/documents/memo_of_understanding2003.pdf 2018 proposed memorandum https://docs.google.com/document/d/1Urx5zlXuGlJlWp1x9Eyj4LGw30VbzaJLxw8AFhI800Q/edit 3. Call for volunteers plan. Committee descriptions for GEC; CFS needs to get busy with this; need to review needs in August and have committee appointments by Sept 1, 2018. There are other committees that need volunteers. 	<ol style="list-style-type: none"> 1. Postponed to another meeting. 2. SEC reviewed and suggested new wording. Will continue review and discussion at next meeting. Once finalized, will be forwarded to the GEO Director and GEC Chair for consideration in Fall 2018. 3. SEC will forward to CFS the list of the volunteers needed to be filled in September for the various committees.
BUSINESS	<ol style="list-style-type: none"> 1. Set date for election of SEC officers for 2018-19 	<ol style="list-style-type: none"> 1. C. Irvine will send poll to find date when all 2018-19 SEC members will be present to elect officers for the coming academic year.
ADJOURNMENT	<p>The next meeting of the Senate Executive Committee will be on July 30, 2018.</p>	<p>Motion to adjourn by D. Vincent; seconded by G. Wilkins. Passed unanimously. Meeting adjourned at 4:14 PM.</p>

Respectfully submitted by Douglas Vincent, Secretary

Approved unanimously on July 30, 2018.