

EXECUTIVE COMMITTEE Special Minutes

MEETING DATE April 30, 2025
MEETING TIME 4:00 PM - 4:30 PM
LOCATION Via Zoom

Members

Name	Role	Attendance
Edo Biagioni	Chair	Present
Marguerite Butler	Member	Present
Camaron Miyamoto	Member	Present
Sarita Rai	SEC Sec.	Present
Brian Richardson	MFS Sec.	Present
Ann Sakaguchi	Vice Chair	Excused
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Kapā Oliveira	iVice Provost Student Success	4:00 pm - 4:30 pm

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	The meeting was called to order.	The meeting was called to order by Chair Biagioni at 4:00 PM.
Review of Minutes	1. None	
Chair's Report	1. None	
Action Items	1. None	
Guest(s)	<p>iVPSS Kathrina-Ann Kapā Oliveira (4pm - 4:38 pm)</p> <p>iVPSS response concerning the purview of the Campus Fee Committee (CFC) as being the entire campus and is charged with all categories of fees such as athletics fees, user based fees, lab/instructional fees, including the children's center fees, for example. The procedure/process is listed on the Division of Student Success website.</p> <p>She inherited the CFC from her predecessor and assumed that she was only responsible for fees that affect students. Athletics fees; lab/academic fees for example, should not be under the purview of VPSS. However, both VPAA and VPSS would weigh in concerning the academic/lab fee but the lead would be VPAA instead of her office.</p> <p>Like the SEC, she is questioning the efficacy and jurisdiction of the CFC. As a result, she has initiated reform and changes and is in discussion with the Provost including the membership of the CFS. The Senior Advisor to the Provost A. Goodwin is reviewing and working on the proposed changes and will be finalizing the new procedures by the end of summer. iVPSS supports efficiency and transparency.</p>	1. action taken.

	<p>Some of the changes she has implemented currently, is that the proposer is able to re-submit a refined proposal based on the CFC's recommendation. Prior to this change, there was only approval or non approval and no room for resubmittal.</p> <p>She appreciates the feedback from MFS regarding the concerns of the Children's Center fee increase. As a result, during the second re-submittal a modest fee increase of 5 percent was approved. Ultimately, the President approves any fee changes.</p> <p>Current membership on the CFC includes, MFS, Staff Senate, GSO, ASUH, MBO, the four Vice Provosts. Based on the changes proposed - membership may change accordingly.</p> <p>In response to Senator M. Butler's suggestion that perhaps the CFC have a separate subcommittee that can provide in-depth review and investigate the proposed fee - separate from the fee proposer and make recommendations to the larger committee, iVPSS agreed and said it was a good suggestion. She would like to streamline the process and have the appropriate folks to be involved.</p> <p>In response to the abolishment of the Academic Grievance Committee, iVPSS stated that Student Conduct is under her purview. However, the Academic Grievance Committee does not fit under her purview. Thus, the proposal for the College Deans to deal with Grade Grievance is being proposed.</p> <p>She thanked the SEC for asking the questions and that her goal is to be transparent and deal with issues under her purview.</p>	
MFS Committee Reports	1. None	

MĀNOA FACULTY SENATE

Other Reports	1. None	
Unfinished Business	1. None.	
Business	1. None	
New Business	1. None	
Adjournment	The next regular meeting of the Senate Executive Committee will be convened on Monday, May 5, 2025 via zoom.	Chair Biagioni adjourned the meeting at 4:40 PM.

Respectfully submitted by Sarita Rai, SEC Secretary.

Approved unanimously on May 5, 2025.