

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE** November 30, 2020  
**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	Present
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Present
Tom Conway	Member	Present
Jim Potemra	Member	Present
John Kinder	Staff	Present

#### Guests

Name	Role	Time
Justin Clapp	CAB Chair	2:01 PM - 2:49 PM
Michael Bruno	Provost	2:49 PM - 3:50 PM
David Lassner	UHM CEO	Excused

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Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The video conference meeting was called to order by Chair P. McKimmy at 1:32 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 11/23/20 Senate Executive Committee were circulated electronically.	Hearing no objections, Chair McKimmy declared the minutes approved by acclamation.
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>1. Provost Prioritization Committee: All nominees (Shirley Daniel, Roy Gal, Christine Irvine, Brent Sipes, Kelly Withy, Ming-Bau Yue) accepted. Committee meets 12/1/20 at 4:00 PM.</li> <li>2. Policy Subcommittee: Adam Tanners accepted nomination.</li> <li>3. Repeat grade policy: Initiating discussion before proposed policy is drafted; referred to CAPP for comment.</li> <li>4. Course Evaluation System (CES): CAPP proposed new questions on course format and pos/neg aspects of delivery method; CES results are only released to instructors by default.</li> <li>5. CR/NC student petition: CAPP reviewed the issue and voted 6 ayes and 4 nays to not support the late choice option this term.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. Chair McKimmy will reach out to K. Leonhardt again.</li> <li>3. No action taken.</li> <li>4. No action taken.</li> <li>5. CAPP will work with iAVCAA Lyons.</li> </ol>
<b>Action Items</b>	1. None	
<b>Guest(s)</b>	<p><b>Justin Clapp, CAB Chair</b></p> <p>CAB is in general agreement on the importance of recruitment for EM positions; Text on recruitment in a late Phase 2 draft was removed before it was transmitted to the Senate; Chair McKimmy suggested a potential resolution on an “interim EM” appointment policy such as exists at other institutions; Bylaw revision discussion focused on GEC and CEE committees with questions on Graduate Council.</p>	1. No action taken.

	<p><b>Michael Bruno, Provost</b></p> <p>The continued use of standardized test scores for undergraduate admission is being considered as other institutions are eliminating the requirement, will start a conversation with CAPP; LumiSight working and seems to provide a level of comfort for people interacting with others on campus; Advocating to have University faculty and students considered as education on the vaccine list (at the same level as K-12 schools), may see vaccinations as early as 03/21; Phase 2 Reorganization proposal had last minute changes regarding recruitment of EM positions; expects EM to be filled by some direct appointments and others through recruitment (both internal and external); EAB provides assistance through Institutional Membership that includes visits, budget experts, national meetings, on-demand meetings, and shared information, EAB Subsidiary Royal is contracted with enrollment management; Prioritization Committee meets 01/01 and is charged with developing rubrics but implementing them.</p>	<p>2. No action taken.</p>
<b>Committee Reports</b>	<p>1. CAB (BS) – Voiced concerns about Prioritization Committee process, people, and appointments; expressed concerns about workload equivalency differences among colleges; will send request to iVCAFO regarding EAB consultant group; discussed approaches to GEC, CEE and Grad Council appointments; next meeting 12/01.</p> <p>2. CAPP (JP) – CAPP met on 11/25 with guest iAVCCA Laura Lyons to discuss changes to this semester’s course evals. CAPP voted to add a few questions regarding the modes of classes (on-line, hybrid, etc.). CAPP also voted to not recommend allowing students to choose CR/NC this semester. The CAPP Chair will relay this to the Provost.</p> <p>3. CFS (TN) – Discussing implications/impacts of incorporating allowance of electronic meetings in “regular time periods” in bylaws. Next meetings 12/04 and 12/11.</p> <p>4. COA (PB) – No report. Next meeting 12/01.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. No action taken.</p> <p>4. No action taken.</p>

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	<ol style="list-style-type: none"> <li>5. COR (JP) – No report. Next meeting 12/3.</li> <li>6. CPM (TC) – No report.</li> <li>7. CSA (PB) – No report. Next meeting 12/08.</li> <li>8. GEC (CSI) – No Report. Next meeting 12/3.</li> <li>9. CEE (TC) – Working on updating the CEE bylaws for review in January.</li> <li>10. UHPA (TC) – General member meeting held 11/24 with many questions. No update on early retirement or furloughs.</li> <li>11. Mānoa Design Team Committee (CSI) – Not clear whose decision it was to remove language “to be recruited” on EM positions the Wednesday before distribution.</li> </ol>	<ol style="list-style-type: none"> <li>5. No action taken.</li> <li>6. No action taken.</li> <li>7. No action taken.</li> <li>8. No action taken.</li> <li>9. No action taken.</li> <li>10. No action taken.</li> <li>11. No action taken.</li> </ol>
<b>Unfinished Business</b>	<ol style="list-style-type: none"> <li>1. None</li> </ol>	
<b>Business</b>	<ol style="list-style-type: none"> <li>1. Phase 2 Reorganization: Transmittal letter asks for “comments by 1/4/2021” or “assuming no comments;” Similar statements in a late spring transmittal to which the SEC responded about sufficient time and the Senate schedule.</li> <li>2. Graduate Council Appointments: C. Irvine shared draft outlining 3 options previously discussed; Reporting to the Senate, introducing resolutions, and review of agreement are concerns; An updated resolution with a procedure similar to the used by Office of Judicial Affair for appointment of faculty will be developed, shared with Graduate Division Dean Aune and introduced to the Senate as an SEC sponsored resolution.</li> <li>3. December Senate Agenda: 12/07 is the deadline for committees to submit agenda items for business at the meeting; COR may have a resolution but if no business is forthcoming, the Senate meeting may be cancelled.</li> </ol>	<ol style="list-style-type: none"> <li>1. Chair McKimmy will send a message reiterating reasonable times lines for Senate action.</li> <li>2. T. Nguyen will draft the Graduate Council Appointment resolution.</li> <li>3. No action taken.</li> </ol>

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<b>New Business</b>	1. Committee Backlogs: Some committees have multiple issues that have not been addressed and have been pending.	1. Liaisons will remind committees of pending issues and of the Senate schedule.
<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be on December 7, 2020.	Having no further business and hearing no objections, Chair McKimmy adjourned the meeting at 4:37 PM.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on December 7, 2020.