

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE September 30, 2019

MEETING TIME 2:00 PM - 5:00 PM

LOCATION Hawaii Hall 208

Attendance

Members

Name	Role	Attendance
Tom Conway	Chair	Present
Paul McKimmy	Vice-Chair	Present
Jim Potemra	SEC Secretary	Present
Ann Sakaguchi	MFS Secretary	Present
Carolyn Stephensen	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Excused
John Kinder	Staff	Present

Guests

Name	Role	Time
Wendi Vincent	UHM Staff Senate - Chair	2:30 pm - 3:00 pm
Jaret Leong	UHM Staff Senate - Vice Chair	2:30 pm - 3:00 pm

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Chair Conway at 2:03 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 9/9/19 Senate Executive Committee were circulated electronically. 2. The minutes of the 9/23/19 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. Deferred one more week; John will remind Ashley.. 2. P. McKimmy made a motion to approve the 9/23/19 meeting minutes; seconded by T. Conway. The minutes were approved 5 in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Update on ACCFSC meeting 2. Update on Math 449 Course Fee; SEC recommendation to Student Fee Board is to eliminate fee (not just reduce to zero) and to reimburse students who have been charged. 3. Congress guest speaker invitations to Daniel Friedman (agreed) and Jan Gouveia (no word yet). 	<ol style="list-style-type: none"> 1. No action. 2. T. Conway to draft letter to fee board (Lori Ideta). 3. No action.
Action Items	<ol style="list-style-type: none"> 1. CFS recommended appointments from 9/25 mtg <ol style="list-style-type: none"> a. Kevin Nute as MFS Senator representing Architecture. b. Stephanie Kraft-Terry (A&S, Biology) as a non-Senator to CEE for 3-yr term, 2018-2021; c. Kathleen Connolly (JABSOM), Peiling Kao (Theater and Dance), Chris Lucas (Education), & Rosemarie Woodruff (Learning Assistance Center) in 1-year term member position on Academic Grievance Committee, 2019-2020 d. Kevin Nute (Architecture) and Angelique Solomon (Student Affairs) in alternate members 1-year term on Academic Grievance Committee, 2019-2020 e. Patricia Halagao (Education) for 3-year term to HAP Board, July 2019-June 2022 f. Stuart Dawrs (LIBSVS) to complete remaining 1 year of a 3-yr term vacated recently on E Board, 2019-2020 	<ol style="list-style-type: none"> 1. P. McKimmy motioned to accept A to K, Jennifer G. seconded, passed 5 in favor 0 against.

	<p>g. Andrew Nguyen (Mānoa Advising Center) for 1 yr on Student Conduct Appellate Board, 2019-2020</p> <p>h. MFS Senator Jason Higa (JABSOM) to COR, 2019-2020</p> <p>i. MFS Senator Jackie Ng-Osorio (SONDH) to CSA, 2019-2020</p> <p>j. MFS Senator Pallav Pokhrel (ORU) to COA, 2019-2020</p> <p>k. MFS Senator Nathan Hartmann (SCB) to CSA, 2019-2020</p> <p>l. MFS Senator Kevin Nute (ARCH) was recommended into the open 3-yr non A&S seat for CEE, 2019-2022</p>	
Guest(s)	<p>1. Wendi Vincent Staff Senate Chair and Jaret Leong Staff Senate Vice Chair (2:30 pm - 3:00 pm)</p> <p>Discussion points:</p> <ul style="list-style-type: none"> • Do they have a Charter yet, and if so, is it available? Yes, a very basic Charter exists. • Will this include civil servants and/or RCUH? Neither are included. • UHMFS role is legislatively defined; what will be the role of the Staff Senate? Initially, APTs that are part of the Phase II reorg committees will be on the Staff Senate. Later, elections will be held. 	1. No action taken.
Committee Reports	<p>1. CAB (AS) – On 9/27, CAB drafted a resolution related to the reorganization proposal for campus services. Resolution will be finalized on 10/4/19 after the UHPA response is received by the administration on 10/3/19. CAB requested that this Resolution and the resolution supporting student consultation be placed on the 10/16/19 MFS Meeting agenda. Next meeting is on 10/11/19.</p> <p>2. CAPP (CS) - CAPP met September 25. Michael Cooney, in his capacity as subcommittee chair on sustainability, presented info on peer and benchmark programs on sustainability. Paul McKimmy, former chair of CAPP, presented on the current development of a student online data policy. CAPP will continue to monitor this. CAPP will meet with Hae Okimoto and Laura Lyons on Course</p>	<p>1. No action was taken.</p> <p>2. No action was taken.</p>

<p>Evaluation System (CES) implementation issues October 9.</p> <p>3. CFS (TN) – Met on 9/25. Next meeting 10/9 at 11:15am. Issue raised in meeting was the 1-yr term of Senator appointments to standing committees, but 3-yr term for permanent committee CEE (and GEC?). We need to resolve this discrepancy. Feedback from new faculty orientation asked for information on committees at end of academic year as well as at beginning of academic year. Though invited to the last AY meeting, not all new elected Senators can attend, but need to select a committee. By beginning of AY year new senator orientation, committees already assigned.</p> <p>4. COA (JG) – No report. Next meeting Oct 3rd 12:00-1:00pm.</p> <p>5. COR (JP) – No report. Next meeting on Oct 1.</p> <p>6. CPM (TN) – No report. Next meeting is Oct 18.</p> <p>7. CSA (JG) – No report. Next meeting Oct 4th 2:15-3:15pm.</p> <p>8. GEC (CS) - GEC met September 25, and announced membership of working groups on curriculum, on assessment, and on governance. W and O Boards have begun looking at applications. There is one remaining vacancy on GEC and one on Writing Board. Motion was approved to forward resolution on Diversification Board to SEC. Motion to change from instructor-based to course-based focus designations was postponed, pending discussion of motion allowing course-based proposals to allow single instructor. Next meeting October 9.</p> <p>9. CEE (PM) – submitted list of faculty to CFS for consideration as non-senator positions.</p> <p>10. UHPA (AS) – No report.</p> <p>11. WASC (CS) – No report.</p> <p>12. Educational Excellence Committee (CS) - EdEx Committee cancelled for 9/30/19. Next meeting October 7.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) - No Report.</p>	<p>3. No action was taken.</p> <p>4. No action was taken.</p> <p>5. No action was taken.</p> <p>6. No action was taken.</p> <p>7. No action was taken.</p> <p>8. No action was taken.</p> <p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</p> <p>12. No action was taken.</p> <p>13. No action was taken.</p>
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	<p>14. Enrollment Management Committee (TC/BP). Next meeting is being scheduled.</p> <p>15. Student Success Committee (PM) - Met, heard from Student Support Services, First Year Programs. No discussion or decisions.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) - No report.</p>	<p>14. No action was taken.</p> <p>15. No action was taken.</p> <p>16. No action was taken.</p>
Unfinished Business	<p>1. Set 2019-20 MFS Leadership Retreat</p> <p>2. Review draft May 8th Senate Minutes</p> <p>3. Review draft Aug 21st Senate Minutes</p> <p>4. GC agreement for representation (CS)</p> <p>5. MFS website</p>	<p>1. October 11, 3:30-4:30PM, Room TBD (John to check WIST-234)</p> <p>2. Deferred; John to distribute electronically</p> <p>3. Deferred; John to distribute electronically</p> <p>4. Revision requested, to be reviewed subsequently</p> <p>5. SEC members to review for next week</p>
Business	<p>1. National Council of Faculty Senates, noon on October 19, 2019 at the Embassy Suites - Austin, TX</p> <p>2. Filling CEE positions; MFS in accreditation</p> <p>3. Marketing ideas for MFS participation, Spring? Current senators encourage 2 others to run.</p>	<p>1. Declined</p> <p>2. No action.</p> <p>3. Deferred to January/February</p>
Adjournment	The next meeting of the Senate Executive Committee will be on October 7, 2019.	P. McKimmy made a motion to adjourn; seconded by A. Sakaguchi, passed 5 for, 0 against.. Meeting adjourned at 4:45 PM.

Respectfully submitted by Jim Potemra, SEC Secretary

Approved unanimously on October 7, 2019.