

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE April 20, 2020
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Virtual meeting via Zoom

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 Stephenson	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
None		

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair T. Conway at 1:39 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 4/13/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. P. McKimmy made a motion to approve the 4/13/20 meeting minutes; seconded by C. Stephenson. The minutes were approved with 6 votes in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Update on ACCFSC 4/17 meeting: VP Straney reported on the grade change policy and noted only received feedback from UHM and LCC; the ACCFSC will meet again 5/22 2. MFS meeting 3. UH Ethics Committee - informational only, updates on appointments from OVPRI 	<ol style="list-style-type: none"> 1. No action. 2. No action. 3. No action.
Action Items	<ol style="list-style-type: none"> 1. None 	
Guest(s)	<ol style="list-style-type: none"> 1. None 	

<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. CAB (AS) - AH/LLL/SPAS Survey was completed on 4/15. Survey results will be included in the upcoming resolution to support or not to support the merger. The next meeting is on 4/22. 2. CAPP (CS) – No report, no meeting. 3. CFS (TN) – Did not meet on April 7, but rescheduled to April 21 at 11 am. SEC Elections closed on April 13. Awaiting unofficial results of the top three candidates; will not have specific numbers and calculations for final three or alternates until April 20. Will be sending call for Senate committee service to AY 20-21 Senators. 4. COA (JG) – Next meeting to be scheduled via email. 5. COR (JP) – Next meeting scheduled for May 6. 6. CPM (TN) – The last regularly scheduled CPM meeting is April 21 at 1:30 pm. 7. CSA (JG) – Next Meeting pending discussion via email. 8. GEC (CS) – GEC met April 17 by Zoom and discussed the question of proposing a change in O requirement. Also a proposal to introduce “thematic pathways” into Diversification. Briefly discussed Bruno’s proposal for raising the cap on WI class size for Fall 2020. One staff member has left the office and so website revision will be harder given hiring freeze. 9. CEE (PM) – No meeting, no report. 10. UHPA (AS) – No report. 11. WASC (CS) – Met February 28 to propose subcommittees and timeline. First draft due March 27, 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. No action was taken. 4. No action was taken. 5. No action was taken. 6. No action was taken. 7. No action was taken. 8. No action was taken. 9. SEC declined to replace CEE as co-signatory on forthcoming messages. 10. No action was taken. 11. No action was taken.
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	<p>second April 24, Final in May.</p> <p>12. Educational Excellence Design Team (CS) – Met 3/2 from 10:30 to 11 to review draft “Mānoa Direct Reports.” Area now to be called Academic Excellence. Most recent meetings were all cancelled.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) –No Meeting.</p> <p>14. Enrollment Management Committee (TC/BP) – No meeting.</p> <p>15. Student Success Committee (PM) – No meeting, no plans for more.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No mention of plans for any other meetings.</p>	<p>12. No action was taken.</p> <p>13. No action was taken.</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. None</p>	<p>1. No action taken.</p>
Business	<p>1. Feedback to Congress on Tenure, Promotion, and Contract Renewal during COVID-19 pandemic. An email was drafted essentially thanking the Congress and saying that the issue was being taken up by UHPA.</p> <p>2. CAPP Comments on EP 5.209 (Student Transfer and Inter-Campus Articulation). The SEC reviewed and thought this was ready to go.</p> <p>3. TIM email regarding grading policy</p> <p>4. Discussion to improve online education experience.</p>	<p>1. John will email the response from UHMFS on behalf of CPM.</p> <p>2. Tom will ask CAPP Chair to add “via SEC” to the cover memo TO/FROM line.</p> <p>3. Discuss during Provost Bruno’s next SEC visit.</p> <p>4. No action taken.</p>
New Business	<p>1. University of Hawaii email announcements; ambiguous sources. The draft email was discussed and finalized.</p>	<p>1. Tom will email President Lassner and VPs Straney and</p>

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		Gouveia.
Adjournment	The next meeting of the Senate Executive Committee will be on April 27, 2020.	P. McKimmy made a motion to adjourn; seconded by A. Sakaguchi. Meeting adjourned at 3:36 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on April 27, 2020.