

# EXECUTIVE COMMITTEE

## MEETING MINUTES

**MEETING DATE:** April 29, 2019      **2:00 PM - 5:00 PM**  
**LOCATION:** Hawaii Hall 208  
**ATTENDANCE:** [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Brian Powell, Chair	P	David Duffy, Vice-Chair	P	Ann Sakaguchi, SEC Secretary	P	None	
Stacey Roberts, MFS Secretary	E	Jennifer Griswold	P				
Carolyn Stephenson excused at 4:00 PM	P	David Ross	P	John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		The meeting was called to order by Chair B. Powell at 2:00 PM.
<b>REVIEW OF MINUTES</b>	1. The Minutes of the 4/22/19 Senate Executive Committee meetings were circulated electronically.	1. A motion was made by D. Duffy to approve the 4/22/19 Minutes and seconded by J. Griswold. The Minutes were approved unanimously in support.
<b>CHAIR'S REPORT</b>	1. WASC Document Update - Submitted SEC comments to OVCAA Program Officer Wendy Pearson on Wednesday, 4/24/19. Chair B. Powell explained to the Provost and to Pearson the rationale for the SEC's overall comments.  2. SEC Candidacy/Election (J. Kinder)-Updates on overall status of elections were reported by J. Kinder.	1. No action was taken.   2. No action was taken.
<b>ACTION ITEMS</b>	1. CFS is recommending the reappointment of Deborah Mattheus and Sandra von Doetinchem to the Undergraduate Research Opportunities Council (UROC) for a new 2-year term (2019-21).	1. A motion by J. Griswold to appoint D. Mattheus and S. von Doetinchem to UROC for a 2-year term; seconded by D. Duffy. Approved unanimously.

<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB (AS) – Reviews for all four reorganization proposals that had been requested of CAB are now completed. Chair R. Paull submitted the Resolutions and Checklists for each proposal to the SEC office on 4/26/19 and he will present them at the upcoming 5/8/19 MFS meeting. No future meeting(s) scheduled at this time.</li> <li>2. CAPP (CS) – Met 4/24. CAPP had discussion with Makena Coffman of Institute for Sustainability and Resilience on what still needs to be done to proposal for Undergraduate Certificate in Sustainability. CAPP wrote resolution supporting Grad Council proposal for increasing minimum grade requirement for grad courses from C- to C. Next meeting May 1.</li> <li>3. CFS (DR) – CFS met to discuss election and to start the process of soliciting faculty to fill vacant committee positions. Action item was sent to the SEC.</li> <li>4. COA (JG) – Reviewed the topics discussed during the semester (time management, mental health resources, COIA 2019 annual meeting topics, and faculty mentoring program) to help prepare the annual report for the MFS. Next meeting 5/1/19.</li> <li>5. COR (DD)–Met on 4/24/19. COR is developing two resolutions for next fall. COR went over Senator Schatz's presentation at RCUH forum, and an update on both foreign influence and RTRF, but there wasn't much to say since neither invitee could make the meeting.</li> <li>6. CPM (SR) – No report. Next meeting 5/1/19.</li> <li>7. CSA (JG) – No report. Next meeting 5/1/19.</li> <li>8. GEC (CS) - Met 4/26. GEC now has 3 Working Groups: Assessment Group reported progress on developing assessment plan; Curriculum Group is creating mission-vision-values statement and working on “thematic pathways;” Governance Group will bring new faculty governance document to 5/1/19 meeting. WICHE Passport has</li> </ol>	<ol style="list-style-type: none"> <li>1. No action was taken.</li> <li>2. SEC placed resolution on Senate agenda.</li> <li>3. No action was taken.</li> <li>4. No action was taken.</li> <li>5. No action was taken.</li> <li>6. No action was taken.</li> <li>7. No action was taken.</li> <li>8. SEC, after much discussion, placed motions on Senate agenda.</li> </ol>
------------------------------	---	---

	<p>gone to OVCAA for approval. GEC Chair sent 5-question survey to CAA (academic advisors) on instructor vs. course-based Focus designations. GEC, by 5-0 votes each, approved motions on double-dipping and on proposing a new Diversification Board, to send to SEC. Next meeting on 5/3 at 2:30 p.m.</p> <p>9. CEE (DR) – No report.</p> <p>10. UHPA (AS) – New UHPA officers were elected on 4/27/19. They are: Ashley Maynard (UHM), President; Karla Hayashi(UHH), Vice-President; John Casken (UHM), Secretary; Tom Apple (UHM), Treasurer; and at-large members are Glenn Teves (UHM), Jeffrey Mexia (KCC) and Eric Guentner (UHM).</p> <p>Senate Resolution 149 --"Requesting The University of Hawaii Board of Regents to Review and, as Needed, Conform the Classification of its Faculty to Ensure Greater Alignment with the Mission and Purpose of the University and Incorporate the Association of American Universities' Membership Indicators into its Strategic Plan for the University of Hawaii at Manoa"--was introduced by Senator S. Moriwaki, resolution was then referred to the Higher Education Committee (HRE) and passed by the HRE and Senate last week.</p> <p>Next UHPA meeting is on 6/1/19.</p> <p>11. WASC (CS) – Next meeting is today.</p>	<p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</p>
<b>UNFINISHED BUSINESS</b>	<p>1. None</p>	

<b>BUSINESS</b>	<ol style="list-style-type: none"> <li>1. WASC discussion - Various concerns were discussed regarding the WASC document, including potential threat to academic freedom.</li> <li>2. Discuss ACCFSC Bylaws</li> <li>3. Review CAB Resolutions</li> <li>4. Review CAPP Resolution</li> <li>5. Review GEC resolutions - The concept to create a Diversification Board for General Education has been under discussion since last year. It was mentioned that it was already difficult to fill the current boards. Background and history behind the double-dipping rules for General Education courses were provided by C. Stephenson.</li> <li>6. Review Draft 20190417 Senate Minutes</li> <li>7. Review 20190508 Senate Agenda</li> <li>8. Discuss SEC Summer Schedule</li> </ol>	<ol style="list-style-type: none"> <li>1. C. Stephenson to communicate SEC concerns at WASC meeting on 4/29/19.</li> <li>2. Tabled to a future meeting.</li> <li>3. The SEC placed the four Resolutions on the Senate agenda.</li> <li>4. J. Kinder to contact CAPP Chair on status of Resolution.</li> <li>5. The motions proposed by GEC will be placed on the Senate agenda.</li> <li>6. Google copy of the Minutes will be distributed to SEC members for editing by 5/1/19.</li> <li>7. Agenda items were determined for the 5/8/19 meeting.</li> <li>8. Tabled to a future meeting.</li> </ol>
<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on 5/6/19, in Hawaii Hall 208.	Motion to adjourn by D. Duffy; seconded by D. Ross. Meeting adjourned at 4:30 PM

Respectfully submitted by Ann Sakaguchi, SEC Secretary  
 Approved on May 6, 2019.