

## EXECUTIVE COMMITTEE Meeting Minutes

**MEETING DATE**      January 27, 2020  
**MEETING TIME**     1:30 PM - 4:30 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 Stephenson	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
John Kinder	Staff	Excused

#### Guests

Name	Role	Time
Michael Bruno	Provost	2:00 pm - 2:45 pm

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The meeting was called to order by Chair T. Conway at 1:34 PM.
<b>Review of Minutes</b>	<ol style="list-style-type: none"> <li>1. The minutes of the 12/16/19 Senate Executive Committee were circulated electronically.</li> <li>2. The minutes of the 01/13/20 Senate Executive Committee were circulated electronically.</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Sakaguchi made a motion to approve the 12/16/19 meeting minutes; seconded by P. McKimmy. The minutes were approved 6 votes in favor; 0 abstentions.</li> <li>2. P McKimmy made a motion to approve the 1/13/20 meeting minutes; seconded by A. Sakaguchi. The minutes were approved 6 votes in favor; 0 abstentions.</li> </ol>
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>1. Update on ACCFSC meeting on Jan 17th.</li> <li>2. Request for Provost to fund conference &amp; travel expenses for a senator representative (Kelley Withy) to attend Coalition on Intercollegiate Athletics (COIA) annual meeting - February 14-16, 2020 - Louisiana State University.</li> <li>3. Reorganization Response Letter for UHM Outreach College</li> <li>4. ASUH request to use Congress Listserv to announce ASUH Town Hall event on 1/28.</li> <li>5. ASUH President has requested to meet with the SEC to discuss first-ever new ASUH faculty award for Open Educational Resources (OER).</li> <li>6. Campus Climate Committee (report by TN)</li> </ol>	<ol style="list-style-type: none"> <li>1. No action.</li> <li>2. J. Griswold to bring up at next COA meeting.</li> <li>3. No action.</li> <li>4. SEC declined this request as it is not SEC business.</li> <li>5. No action.</li> <li>6. No action.</li> </ol>
<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. None.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action.</li> </ol>
<b>Guest(s)</b>	<ol style="list-style-type: none"> <li>1. Provost Michael Bruno (2:00 pm). Discussed:               <ol style="list-style-type: none"> <li>a. Re-org Phase 2 timeline</li> <li>b. Tom Bingham to return to help with LLL/SPAS/AH re-org</li> <li>c. New classroom allocation: how are rooms allocated for classes</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. No action.</li> </ol>

	<p>d. Legislature discussion about fringe benefits on certain positions (potential \$14M consequence)</p> <p>e. Why the change to add/drop dates, now being several weeks apart.</p>	
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>CAB (AS) – Next meeting is on February 5, 2020. Asked Provost on status of drafts for reorgs and on the college/school reorganization based on the President/Manoa CEO’s latest statements to the BOR.</li> <li>CAPP (CS) – Met Jan. 22. Public Policy BA proposal reply to CAPP questions received Jan. 14. Sustainability undergrad certificate revised proposal received. Both being examined by subcommittees. CPM asked CAPP whether they want to address EP 5.221. Drafted memos on responses to new participation policy, EP 5. 201, and M 5.301.</li> <li>CFS (TN) – Reviewing volunteers for Diversification and CEE. Wondering if John has list of Senate seat vacancies yet. Next meeting is Feb 4.</li> <li>COA (JG) – Next Meeting Jan 31 2-3 pm.</li> <li>COR (JP) – Next meeting Feb 12</li> <li>CPM (TN) – Met Jan 21. Continuing to look at faculty mentoring. Guest Mary Jo Noonan of College of Education who shared information about their college’s new faculty mentoring program, which started about 10-11 years ago, as a complement to the Manoa program. Also continuing to look at ways faculty are defined at peer and benchmark institutions and if PhD is specifically mentioned for the requirements for hire, promotion, or tenure. Next meeting is Feb 18.</li> <li>CSA (JG) – Next Meeting Feb 19 1-2 pm. Meetings for Spring Semester Feb 19, Mar 25, Apr 15.</li> <li>GEC (CS) – Met Jan. 17. Discussed possible issues for spring agenda, inc. governance issues, possible reduction of HI/Second Language requirement and (from Curriculum WG) introducing “thematic pathways” for diversification. Workshops set for O Focus Jan. 24 and Foundations Jan. 29. Spring meeting schedule: Jan. 17 &amp; 31, Feb. 14 &amp; 28, March 13 &amp; 27,</li> </ol>	<ol style="list-style-type: none"> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> <li>No action was taken.</li> </ol>

	<p>Ap. 3 &amp; 17, May 1 &amp; 8.</p> <p>9. CEE (PM) – No report. Meets next 1/31/20.</p> <p>10. UHPA (AS) – No report. Requested faculty data from Executive Director Christian Fern but no response yet.</p> <p>11. WASC (CS) – Steering Committee met Jan. 24 to hear: Atina Pascua on engaging faculty in civic engagement, Krystyna Aune on combined BA/MA combined pathways, and Wendy Pearson and Michael Bruno on expansion of Learning Assistant Program. Next meeting February 28.</p> <p>12. Educational Excellence Design Team (CS) – Meeting held on Jan. 27. Met with Aune and Maeda of Grad Division. Discussed changes in progress from overall design team. Looks like draft re-org plan will be made available roughly Feb. 11, with Town Hall Feb. 13.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) – Meeting held on January 22nd 10:30-12:00 pm Bachman 203. Were given draft org chart and functional statements to review. A google document is currently being edited (until 1/31) that will then be used as our draft to be sent out to the campus. No mention of other plans or meetings after 1/31 comment deadline.</p> <p>14. Enrollment Management Committee (TC/BP) – Next meeting Feb. 6th.</p> <p>15. Student Success Committee (PM) – No report.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – Received email update on 1/21 from Team 3 Co-Leads Velma Kameoka, Interim Vice Chancellor for Research and Chip Fletcher, Associate Dean of SOEST. Main message was that the Graduate Division has been removed from "Research, Scholarship, &amp; Graduate Studies" and now resides in "Educational Excellence." Also, "Undergraduate Research" has been modified to include graduate students and is now labeled "Student Research." No mention of plans for any other meetings.</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> <p>14. No action was taken.</p> <p>15. No action was taken.</p> <p>16. No action was taken.</p>
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**MĀNOA FACULTY SENATE**

	17. Parking Task Force Committee (CS) – Deborah Huebler to resign from UH System January 31st. VP of Admin J. Gouveia will appoint the new Associate Vice President, Aedward Los Banos to chair this new task force. A. Los Banos starting date will be February 3rd.	17. No action was taken.
<b>Unfinished Business</b>	1. SEC response to GEC governing documentation. Instead of responding to each of the documents, the SEC decided to formulate a single response that addresses the on-going issue of GenEd governance, policies and procedures.	1. J. Potemra and T. Nguyen to draft outline for SEC review.
<b>Business</b>	1. No new business	1. No action.
<b>Adjournment</b>	The next meeting of the Senate Executive Committee will be on February 3, 2020.	P. McKimmy made a motion to adjourn; seconded by J. Griswold. Meeting adjourned at 4:33 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on February 3, 2020.