

EXECUTIVE COMMITTEE
Meeting Minutes

MEETING DATE April 27, 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
Michael Bruno	Provost	2:30 pm - 3:30 pm
David Lassner	President & CEO	3:30 pm - 4:30 pm

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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 1:33 PM.
Review of Minutes	1. The minutes of the 4/20/20 Senate Executive Committee were circulated electronically.	1. A. Sakaguchi made a motion to approve the 4/20/20 meeting minutes; seconded by T. Nguyen. The minutes were approved with 6 votes in favor; 0 abstentions.
Chair's Report	1. UHPA-UH working group; cannot get details about these meetings since discussions may involve contracts and collective bargaining issues. 2. Cancelled - May 1, 2020 Manoa Leadership Team meeting 3. Provost needed for May 4th? Need to confirm with Robyn.	1. No action. 2. No action. 3. Leave on agenda, cancel on Friday if not needed.
Action Items	1. CFS has reviewed the 2020 SEC election audit reports and unanimously recommends that the SEC certify the election results (details presented at the meeting). <i>Newly elected 2020-22 SEC members are:</i> <ul style="list-style-type: none"> • Christine Sorensen Irvine (ED) • Brent Sipes (CTAHR) • Penny-Bee Bovard (AA) <i>Ranked Alternate SEC members are:</i> <ol style="list-style-type: none"> 1. Kimberly Binsted (NATSCI) 2. Michael Cooney (SOEST) 3. Gerald Busch (JABSOM) 2. From CFS April 21 for recommendation <ol style="list-style-type: none"> a. General Education Committee <ol style="list-style-type: none"> i. Matt Eng, Mānoa Advising Center/Office of Undergraduate Education, 3-yr term b. Hawaiian, Asian, and Pacific Issues Board <ol style="list-style-type: none"> i. Antoinette Freitas, Hawaiian Studies, Hawaiinuiakea School of Hawaiian Knowledge, 3-yr term ii. James Viernes, CPIS/SPAS, 3-yr term c. Oral Communication Board 	1. P. McKimmy made a motion to certify and approve the 2020 SEC Election results; seconded by A. Sakaguchi. The motion was approved with 6 votes in favor; 0 abstentions. 2. P. McKimmy made a motion to approve a-d; A.Sakaguchi seconded. The motion was approved with 6 votes in favor; 0 abstentions. <ol style="list-style-type: none"> a. Note that for E-Board recommended sending out call for additional volunteers.

	<ul style="list-style-type: none"> i. Dustin Crowther, Second Language Studies (College of Languages, Linguistics, and Literature), 3-yr term d. Writing Intensive Board <ul style="list-style-type: none"> i. Clare Fujioka, Shidler College of Business Office of Student Academic Services, 3-yr term e. Contemporary Ethical Issues Board <ul style="list-style-type: none"> 3. CAPP referral - standardized test scores for admission 4. CAPP referral - proposal for the Undergraduate Certificate in Sexuality Studies 5. New Senator info sessions <ul style="list-style-type: none"> a. April 28-May 1, 12:00-12:30pm, Online 	<ul style="list-style-type: none"> 3. Issue sent to CAPP. 4. SEC Chair: Contact April Goodwin to notify of postponed (Fall) review. C. Stephenson to forward draft email to Chair. 5. T. Nguyen will host.
Guest(s)	<p>1. Provost Michael Bruno (2:30-3:30 pm) Discussion included the SEC Relief Fund (and possible no-cost extension if needed); requirement of SAT scores for Fall 2021; and various issues arising from the College of Education.</p> <p>2. President & CEO David Lassner (3:30-4:00 pm) Discussion topics included budget updates, the UH/UHPA Workgroup, and discussions about summer/fall plans for remote teaching.</p>	<ul style="list-style-type: none"> 1. No action was taken. 2. No action was taken.

Committee Reports	<ol style="list-style-type: none"> 1. CAB (AS) - CAB will be presenting Resolutions on the AH/LLL/SPAS merger and the reorganization of College of Social Sciences' Center for Oral History at the 5/13 MFS meeting. CAB postponed potential recommended revisions to Bylaws and Charter to next academic year. The next CAB meeting is on 4/29. 2. CAPP (CS) – Met April 22 by Zoom with Provost Bruno and Bill Chismar to discuss their plan to move online and distance credit courses to day sessions for Fall 2020. Presented gathered comments from Senators, discussed issues, need for consultation, and plan forward. Next regular meeting scheduled for May 6. 3. CFS (TN) – Met on April 21. Reviewed results of SEC Elections that closed on April 13. Top three elected to SEC and ranked alternates shared with SEC for certification. 11 faculty volunteered for Gen Ed Boards. Will be sending the call for Senate committee service to AY 20-21 Senators; note that committee terms are 26 months beginning July 1. Question arose about grad council appointment. 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. Chair will be submitting a report soon. Will be adding an additional meeting prior to the end of the academic year for any concerns that the SEC may need their attention. Most members of CPM are willing to continue over the summer months to consider issues around R20 given the unique situation. CPM is also concerned about IT support for faculty instruction. CPM prefers the message about results of T&P survey come from SEC and not from CPM. 7. CSA (JG) – Next Meeting pending discussion via email. 8. GEC (CS) – No new meetings. Next meeting May 1. 	<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. J. Kinder to send message on behalf of SEC to Congress. 7. No action was taken. 8. No action was taken.
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	<p>9. CEE (PM) – No meeting, no report.</p> <p>10. UHPA (AS) – UHPA Board of Directors met via ZOOM on 4/25/20. The new Board of Directors (BOD) were introduced at the Annual BOD meeting and new officers were elected. President's position was not up for election. The newly elected officers are Vice-President -Karla Hayashi, Treasure-David Duffy, and Secretary-Jason Kenji Higa.</p> <p>11. WASC (CS) – Met April 24 to hear subcommittee reports from Transformational Student Success (Ron Cambra) and Academic Innovation and Engaged Learning (Amy Schiffner). Final meeting May 15.</p> <p>12. Educational Excellence Design Team (CS) – Recent meetings were all canceled.</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>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>
Unfinished Business	<p>1. None</p>	<p>1. No action taken.</p>
Business	<p>1. Discussion on SEC Relief Funds</p> <p>2. Discussion of 5/13 MFS and Congress Meeting Agenda</p>	<p>1. No action taken.</p> <p>2. Deferred to the next meeting.</p>
New Business	<p>1. None</p>	<p>1. No action taken.</p>

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Adjournment	The next meeting of the Senate Executive Committee will be on May 4, 2020.	P. McKimmy made a motion to adjourn; seconded by A. Sakaguchi. Meeting adjourned at 4:39 PM.
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Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on May 4, 2020.