

EXECUTIVE COMMITTEE Minutes

MEETING DATE October 5, 2020
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Virtual meeting via Zoom

Attendance

Members

Name	Role	Attendance
Paul McKimmy	Chair	Present
Christine Sorensen Irvine	Vice Chair	Present
Brent Sipes	SEC Secretary	Present
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Present, excused 2:56 pm
Tom Conway	Member	Present
Jim Potemra	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
David Lassner (Invited)	President & CEO	3:00 pm - 3:30 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 McKimmy at 1:31 PM.
Review of Minutes	1. The draft minutes of the 9/28/20 Senate Executive Committee were circulated electronically.	1. J. Potemra moved to approve the minutes. T. Conway seconded the motion. The minutes were approved with 5 ayes and 0 abstentions.
Chair's Report	1. MFS Officers Orientation went well with examples of positive committee behavior evident already. 2. Chair McKimmy will represent the Senate as an observer at the Provost's Planning for Post-Pandemic Hawaii meeting on 10/12/2020. 3. BOR budget meeting provided a historical perspective and the expectation that the current situation will extend 4-10 years.	1. No action taken. 2. No action taken. 3. No action taken.
Action Items	1. None.	
Guest	David Lassner President Lassner had no questions for the SEC. He is taking a positive approach to identifying essential programs and activities. The budget situation remains fluid. In addition to identifying essential programs, President Lassner wants to strengthen periodic review outcomes and see greater adherence to workload provisions.	1. No action taken.
Committee Reports	1. CAB (BS) – Meeting 10/6 to vote on resolutions of censure for both Provost and President. Will begin work on bylaws. 2. CAPP (JP) – A resolution is being finalized. The next meeting is scheduled for 10/7. 3. CFS (TN) – Reviewing new senator standing committee preferences and the call for CEE service. New Senators have an overwhelming preference for	1. B. Sipes will share the SEC draft on shared governance. 2. No action taken. 3. B. Spes will ask the CAB Chair if any member wants to switch to another committee. J.

	<p>CAB, CAPP, and COR. CFS is concerned about committee size. Next meeting is 10/9.</p> <p>4. COA (PB) – The next meeting is scheduled for 10/6. K. Lawson was elected chair. The Telehealth network is being discussed. No current report.</p> <p>5. COR (JP) – No report; the next meeting is 10/7.</p> <p>6. CPM (TC) – The next meeting is 10/8.</p> <p>7. CSA (PB) – The next meeting is TBD.</p> <p>8. GEC (CSI) – GEC has agreed to use Listserv through MFS for all GEC communications. GEC governance document discussed and GEC asked for a potential timeline for review. Thematic pathways, diversification SLOs, requirements for O-credits, and second language requirements were discussed. the Governance Working Group provided proposed revisions to the MOU for the first five items. GEC voted to revise wording related to Western Civilization policy to include “or world civilizations.”</p> <p>9. CEE (TC) – The committee met with the OVCAA, the Assessment and Curriculum Center, and Deans and discussed program learning assessment reports and Inventory of Educational Effectiveness Indicators required for next year’s WASC site visit.</p> <p>10. UHPA (TC) – The Fall Faculty Forum was debrief. Comments and thoughts can be sent to feedback@uhpa.org</p> <p>11. Mānoa Design Team Committee (CSI) – No report.</p>	<p>Potemra will ask the CAPP Chair and COR Chair if any member wants to switch to another committee.</p> <p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> <p>7. No action taken.</p> <p>8. No action taken.</p> <p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. No action taken.</p>
Unfinished Business	<p>1. Whistleblower hotline.</p> <p>2. Chair-to-Senate communications - No feedback has been received yet on the new Senate webpage.</p> <p>3. Recordings of Senate meetings are currently made to</p>	<p>1. Action deferred indefinitely.</p> <p>2. No action taken.</p> <p>3. C. Irvine moved; and T.</p>

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	assist in development of minutes. Should recordings be made for public release?	Conway seconded to deferred to a future date. The motion carried 5 ayes and 0 abstentions.
Business	<ol style="list-style-type: none"> 1. The message to MFS Senators was reviewed and the poll discussed. 2. Defining and classifying “issues” for MFS website was discussed. Two cases emerged (1) when SEC recommends an item to a committee and the committee accepts and (2) when the SEC adds a resolution from committees to the Senate agenda. An SOP can be incorporated into Senate Bylaws. 3. EP 12.205 as related to textbooks seems to be acceptable with the suggested changes made. 4. Updates to Proposed Reorganization for Library Services were received 10/2. 5. Potential guest speaker invitations for the upcoming 10/21 Congress meeting were discussed 	<ol style="list-style-type: none"> 1. C. Irvine moved to accept the language of the message and to send to Senators. T. Conway seconded the motion which then passed with 5 ayes and no abstentions. 2. T. Nguyen and C. Irvine will develop a Standard Operating Procedure (SOP) for the Senate office. 3. C. Irvine moved to refer to CAPP and inform CPM. T. Conway seconded. The motion passed with 5 ayes and no abstentions. 4. C. Irvine moved to refer to CAB. B. Sipes seconded and the motion passed 5 ayes and 0 abstentions. 5. Chair McKimmy will invite Eugene Tian.
New Business	1. None.	
Adjournment	The next regular meeting of the Senate Executive Committee will be on October 12, 2020.	T. Conway moved to adjourn and C. Irvine seconded. The meeting was adjourned at 4:17 PM.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on October 12, 2020.