

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE**      March 24, 2025  
**MEETING TIME**     1:30 PM - 4:30 PM  
**LOCATION**             Via Zoom

### Members

Name	Role	Attendance
Edo Biagioni	Chair	Present
Marguerite Butler	Member	Present
Camaron Miyamoto	Member	Present
Sarita Rai	SEC Sec.	Present
Brian Richardson	MFS Sec.	Present
Ann Sakaguchi	Vice Chair	Present
Carolyn Stephenson	Member	Arrived 1:31 pm
John Kinder	Staff	Present

### Guests

Name	Role	Time
Brayden Wacker	GSO, VP	2:00 pm - 2:30 pm (departures)
Arby Barone	GSO, AA Chair	2:00 pm - 2:45 pm
Alan Rosenfeld	AVP Acad Prgms	3:00 pm - 4:00 pm
Makena Coffman	Director ISR	3:00 pm - 4:00 pm

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>	<p>The meeting was called to order.</p> <p><i>Senate, Congress and SEC meetings are conducted in a spirit of aloha, i.e., a brief reminder that all exchanges in the respective meeting reflect this abiding spirit of goodwill, defined by harmony, humility, and patience, as we work together, holding the well being of students at the heart of our focus.</i></p>	<p>The meeting was called to order by Chair Biagioni at 1:30 PM.</p>
<b>Review of Minutes</b>	<p>1. The 2/3/2025 draft minutes of the Senate Executive Committee</p> <p>2. The 2/10/2025 draft minutes of the Senate Executive Committee</p> <p>3. The 3/3/2025 draft minutes of the Senate Executive Committee</p> <p>4. The 3/10/2025 draft minutes of the Senate Executive Committee.</p> <p>5. The 3/12/2025 special draft minutes of the Senate Executive Committee.</p>	<p>Motion to approve all minutes by M. Butler and seconded by S.. Rai. 3 in favor and 4 opposed. Motion failed.</p> <p>1. Minutes were approved as corrected.</p> <p>2. Minutes were deferred to the next meeting.</p> <p>3. Minutes were deferred to the next meeting.</p> <p>4. Minutes were deferred to the next meeting.</p> <p>5. Minutes were approved. 4 in favor and 1 opposed.</p>

<b>Chair's Report</b>	<p>1. 3/13 Town Hall meeting with Pres. Hensel. Many announcements at the Federal level. Impacts so far have affected about two dozen people and a dozen grants. Many questions about wording on websites – UH as a whole has no formal policy on what websites should say.</p> <p>2. Provost's Council meeting was held on 3/24. Discover Mānoa will be 10am-1pm on Saturday 11/15. Events on 3/31 include a seminar on free speech. Most of the time spent on discussion of changes at the Federal level. Simplistic keyword searches mis-identified Lyon Arboretum's "seed diversity" as a diversity program. Gov Green wants UH to identify federally funded programs (800 of them at UHM) as "core", "priority", or "other" by Thursday 3/27. While HI has some funds, it may have priorities other than UH, for example the HI Foodbank and (if affected) Medicaid. Ultimately, federally funded institutions may not exclude people from benefits based on gender or race – it's ok to have ethnic graduations as long as all are welcome, and it's ok for private foundations to offer scholarships based on gender or race. Native Hawaiian Place of Learning will remain for now. Provost Bruno estimated that we should have more clarity on the federal funding situation by the end of April or May, except for NIH. Units should carry forward to the next fiscal year as much balance as they can, including RTRF and tuition, to cover any unexpected shortfalls in federal funding.</p> <p>3. The next ACCFSC meeting is on 3/28. We have contacted the interim GEO director and the chairs of GenEd and CAPP to inform them that GenEd updates are on the agenda.</p> <p>4. Update on the 3/20 BOR meeting. The SEC chair did not attend this meeting, the BOR meeting agenda is here. President Hensel's report appears to mirror her report at the Mānoa Town Hall.</p> <p>5. The 3/24 meeting with Provost Bruno has been canceled. The next meeting with the provost is scheduled for 3/31.</p>	<p>1. For information only. Verbal report was deferred to the next meeting</p> <p>2. Verbal report was deferred to the next meeting.</p> <p>3. Verbal report was deferred to the next meeting.</p> <p>4. Verbal report was deferred to the next meeting.</p> <p>5. Verbal report was deferred to the next meeting.</p>
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<p><b>Action Items</b></p>	<p><b>1. Mānoa Faculty Congress Vote on Charter and Bylaws, 2025</b>  <a href="#">Proposed Amendment to the Charter</a>  Item 1.  <b>196 votes (98.3%) in support and 3 votes (1.7%) opposed.</b>  The amendment passes.</p> <p><a href="#">Proposed Amendments to the Bylaws</a>  Item 2.  <b>196 votes (98.8%) in support; and 2 votes (1.2%) opposed.</b>  The amendment passes.</p> <p>Item 3.  <b>163 votes (95.3%) in support; and 8 votes (4.7%) opposed.</b>  The amendment passes.</p> <p>Item 4.  <b>159 votes (94.1%) in support; and 10 votes (5.9%) opposed.</b>  The amendment passes.</p> <p>Item 5.  <b>123 votes (75.9%) in support; and 39 votes (24.1%) opposed.</b>  The amendment passes.</p>	<p>1. SEC-certified charter and by-laws votes as listed.</p> <p>All in favor.</p>
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<p><b>Guest(s)</b></p>	<p><b>1. GSO: VP Brayden Wacker &amp; AA Chair Arby Barone (2:00 pm - 2:45 pm)</b></p> <p>All SEC members and Guests introduced themselves.</p> <p>GSO issues and/or comments:</p> <p>Senator Butler:</p> <ul style="list-style-type: none"> <li>• Top concern is the low salary rates for GAs. Graduate students qualify for SNAP but international students are not eligible for this subsidy.</li> </ul> <p>GSO:</p> <ul style="list-style-type: none"> <li>• Pay is a huge issue and there is a greater disparity within the salary steps and from departments to departments. Most GAs are at the minimum step while others (SOEST) are at step 18.</li> <li>• Many international students are expected to work before they obtain social security numbers (SSN). SSN is a state requirement and international students do not know that they can't work before they have SSNs.</li> </ul> <p>In response to the International student social security issue, Senator M. Butler provided information for clarity.</p> <ul style="list-style-type: none"> <li>• Students without a SSN may want to arrive 10 days in advance to obtain their SSNs (must be in person). It is not possible to enroll in payroll without a SSN. However, international students should not arrive more than 30 days ahead of the start of classes (August 25, 2025 this year).</li> <li>• In order for students to be paid as soon as possible, they must arrive in Hawaii and complete paperwork with department HR personnel by August 5 to be paid Sept 5. After that they will receive paychecks every 5th and 20th of the month.</li> <li>• TA training begins August 18, 2025 for international students, typically a day later for</li> </ul>	<p>1. Information</p>
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	<p>domestic students (check <a href="https://www.ofdas.hawaii.edu/events/tat/">https://www.ofdas.hawaii.edu/events/tat/</a>).</p> <p>Chair E. Biagioni asked about the status of the Graduate Student Union and the social events for Graduate Students. The following are the responses by GSO Academic Affairs, Arby Barone:</p> <ul style="list-style-type: none"> <li>• Graduate Student Union to be established as a separate stand alone union. The bill in the legislature was not heard this session. However, it is ongoing.</li> <li>• Post-COVID, it has been hard to organize social events where students participate. There are also more social events at Campus Center, EWC and more opportunities off campus as well.</li> </ul> <p>Senator M. Butler asked about the Grants and Awards for Graduate students.</p> <ul style="list-style-type: none"> <li>• GSO has their grants and awards budget which provides funding for research and travel. Their Constitution is being rewritten. At the present time, GSO is only funding travel (conference, registration, and travel/accommodations). GSO sent out a Travel award funding pilot - survey. The survey return rate was low. Right now GSO is looking into research funding but it is a low priority.</li> <li>• GSO would like to meet with the SEC at least once a semester. If there are two meetings then one in the beginning of the tem and one at the end</li> </ul> <p>Senator Butler recommends that GSO representatives attend various Department Meetings and let them know about GSO member recruitment.</p> <p><b>2. AVP Alan Rosenfeld &amp; ISR Dir Makena Coffman (3:00 pm - 4:00 pm)</b> Discussion on proposed EP 5.232</p>	<p>2. No action taken.</p>
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<p>All SEC members and Guests introduced themselves.</p> <p>Background: Regents Policy 4.208 was approved on May 21, 2015 to establish a sustainability policy under the Office of the Vice President for Administration. The proposed chapter 5.232 is an attempt to separate operations and curriculum.</p> <p><a href="#"><u>Systemwide Sustainability Curriculum Coordination Council (SSCCC)</u></a> features faculty from all ten campuses to support and coordinate sustainability research, scholarship, and curriculum activities across all campuses. Currently Miles Topping, Director of Energy Management, System Office of Sustainability, serves as an ex-officio member representing VPA on SSCCC.</p> <p>The draft policy is an attempt by the SSCCC to separate Operations and Curriculum by drafting a new policy under System Academic Affairs (Chapter 5) under the VP for Academic Strategy and updating.</p> <p>SEC proposed that both EP 4.202 and the proposed new policy EP 5.232 be updated/added simultaneously to be sent out for consultation.</p> <p>SEC also impressed on the guests that curriculum is the purview of individual campuses. It is delicate to have metrics and goals concerning sustainability in the areas of research, teaching, curriculum in a systemwide policy.</p> <p>SEC's recommendations will be provided via online form on or before March 31 or via a direct memo to AVP Rosenfeld.</p> <p>AVP Alan Rosenfeld, welcomes all feedback and is open to rewording the policy. However, he noted that not all recommendations will be incorporated.</p> <p>SEC stated that currently, the draft for consultation has been sent to CAB, CAPP, COR and Gen Ed.</p> <p>Guests departed at 3:43 PM.</p>	
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<b>MFS Committee Reports</b>	<ol style="list-style-type: none"> <li>1. <b>CAB (SR)</b> – Next meeting is on April 1, 2025.</li> <li>2. <b>CAPP (CS)</b> – Next meeting is March 27.</li> <li>3. <b>CFS (MB)</b> – Meeting cancelled today, next meeting is April 7th. SEC elections timetable provisionally approved by chair pending email vote: SEC candidacy period: Tuesday, March 25 thru Friday, April 4. SEC Election period: Monday, April 21, thru Friday, April 25. Senate office to send out call for volunteers for GEC and Boards for vacant seats for 2025-2026 AY.</li> <li>4. <b>COA (BR)</b> – Next meeting March 27th, 2025.</li> <li>5. <b>COR (CS)</b> – next meeting TBD</li> <li>6. <b>CPM (CM)</b> – Next meeting is April 7, 2025.</li> <li>7. <b>CSA (CM)</b> – Next meeting is April 1, 2025.</li> <li>8. <b>GEC (MB)</b> – GEC is interested in reviewing EP5.232: Sustainability Curriculum Research, please share the referral. Discussed the Gen Ed Curriculum revision, draft is in progress. There was some concern over how to present the proposal as a package and not have amendments that pick apart requirements, as that may increase credit hours or break apart thoughtful rearrangements. Also some concern over language and EOs. Next meeting is April 2.</li> <li>9. <b>CEE (AS)</b> – Next CEE meeting is March 28.</li> </ol>	<ol style="list-style-type: none"> <li>1. Information only.</li> <li>2. Information only.</li> <li>3. Reviewed by the SEC.</li> <li>4. Information only.</li> <li>5. Information only.</li> <li>6. Information only.</li> <li>7. Information only.</li> <li>8. Information only.</li> <li>9. Information only.</li> </ol>
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<b>Other Reports</b>	<p>1. <b>Pilina Support Team (BR)</b> – Meeting was held on March 13, 2025. Will be holding “From Fear to Empowerment: A Student-Focused Conversation on Speech, Law, and Pilina”, Monday, March 31, 2025, 11:30 am to 1:00 pm, QLC, Room 412</p> <p>2. <b>Grad Council (CS)</b> – Next meeting is March 25.</p>	<p>1. Information only.</p> <p>2. Information only.</p>
<b>Unfinished Business</b>	<p>1. None</p>	
<b>Business</b>	<p>1. Approved: ENGR - Request to Stop-Out Engineering Science BS - Memorandum</p> <p>2. Approved: EDU (LTEC) - Extension of Stop-Out for Technologies for Teachers (TeachTech) GCert - Memorandum</p> <p>3. Approved: Memo Increase Course Fees for DNCE 221-231-321-331-421-431 - Memorandum</p> <p>4. APPROVED: CNS (ICS) - Provisional Status for Graduate Certificate in Applied Computing</p> <p>5. Possible Campus Improvements Survey (BR)</p>	<p>1. For information only. Deferred to the next meeting.</p> <p>2. For information only. Deferred to the next meeting.</p> <p>3. For information only. Deferred to the next meeting</p> <p>4. For information only.</p> <p>5. Deferred to the next meeting and questions added to the April 7 Agenda.</p>
<b>New Business</b>	<p>1. Should we ask our parliamentarian to attend an SEC or a Senate meeting to help us improve the amendments process on the floor of the Senate?</p>	<p>1. Have the parliamentarian meet with the SEC and the chairs of GEC, CAPP and iGEO Director. Schedule for an hour.</p> <p>Request the parliamentarian to also attend the MFS</p>

## MĀNOA FACULTY SENATE

		meeting for Gen Ed resolution presentation.
<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be convened on Monday, March 31, 2025, via Zoom.	Meeting was adjourned at 4:28 pm.

Respectfully submitted by Sarita Rai, SEC Secretary.

Approved unanimously on April 7, 2025.