

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE** December 20, 2021  
**MEETING TIME** 1:30 PM - 4:30 PM  
**LOCATION** Virtual meeting via Zoom

### Attendance

#### Members

Name	Role	Attendance
Brent Sipes	Chair	Present
Christine Sorensen Irvine	Vice Chair	Present
Colin Moore	SEC Sec	Present
Penny-Bee Bovard	MFS Sec	Present
Kim Binsted	Member	Excused
Shana Brown	Member	Present
Michelle Tallquist	Member	Excused
John Kinder	Staff	Present

#### Guests

Name	Role	Time
David Lassner	CEO	3:00 pm - 3:30 pm
Michael Bruno	Provost	3:30 pm - 4:15 pm

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The video conference meeting was called to order by Chair Sipes at 1:31 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 12/13/2021 Senate Executive Committee were circulated electronically.	1. Hearing no objections and with no abstentions, Chair Sipes declared the minutes accepted by acclamation.
<b>Chair's Report</b>	<p>1. Consultative Group 12/14 (Covid clusters, Covid and the spring, Telework policy). Provost explained that COVID clusters are related to student athletes and, most recently, from out-of-state travel. All infected students had mild symptoms, but were required to be isolated off campus. All Omicron cases occurred in vaccinated students. UHPA has accepted telework policy, but it has not been accepted yet by HGEA and UPW. They are currently voting.</p> <p>2. Provost Meeting 12/17 (Covid clusters, Covid and the spring, Course modality conversation with Senate, Appointment of interim Vice Provosts, executive searches planned/underway: Dean of Nursing, SOEST director, director University Press, Cancer Center director, Assistant VP Global Engagement, Director CARES, VP Research, etc.). Provost would like to have a conversation with the Senate about the course modality restrictions. There will be a new interim Vice-Provost for Research appointed due to V. Kameoka's retirement.</p> <p>3. Conversation between GEC and CAPP.</p> <p>4. Relief fund status</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. B. Sipes will send email to Gen Ed design committees notes from the meeting with D. Halbert. Feedback for future development of a proposal.</p> <p>4. Approved memos expected</p>

	5. SEC meeting 12/27 has been canceled	by the end of this week. 5. No action taken.
<b>Action Items</b>	<p>1. CFS recommends that Sen. Kaliko Baker (SHK) be assigned to CAPP.</p> <p>2. CFS recommends that Sen. Myungji Yang (SOCSCI) be assigned to COA.</p>	<p>1. Motion by C. Sorensen Irvine to appoint Sen. Baker to CAPP; seconded by P.B. Bovard. Approved by acclamation.</p> <p>2. Motion by C. Sorensen Irvine to appoint Sen. Yang to COA; seconded by S. Brown. Approved by acclamation.</p>
<b>Guests</b>	<p><b>CEO David Lassner (3:00 pm - 3:30 pm)</b> Discussion topics:</p> <ul style="list-style-type: none"> <li>• Status of SCR 201 report and its circulation among faculty: It was a much more collaborative process. President Lassner does not believe there is any part of the proposal that UHPA adamantly opposes. The working group stated that more discussion is necessary before the right solutions are found. One thing that makes it hard is that there is no formal buy-out policy. Lassner believes that this must be developed. One on-going problem is the lack of standardized teaching loads.</li> <li>• Juneteenth observance? President Lassner noted that the State adopted Juneteenth as a day of commemoration, but it is not currently a holiday. Unless the Legislature adopts it as a holiday, it will remain an instructional day.</li> <li>• Student Athletes (football) and rash of transfers: FAR Scott Sinnett provided Lassner with the first indications that there might be problems on the football team from an anonymous survey. The Athletic Director, D. Matlin began working with Coach Graham before the end of the season to address the problem. Lassner believes that the players' council is intended to provide the players a forum to speak to the coach.</li> </ul>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. No action taken</p> <p>4. No action taken</p>

Athletic Director Matlin also held a meeting with the players. He is well aware of the problem and is counting on Athletic Director Matlin to manage the issue first.

- Work Assignment Template reporting: Only 1% not meeting assignment. Lassner noted that being able to demonstrate accountability is important. He does not believe that people are being very thoughtful about who is actually doing research. This will help people assess the right balance of research and teaching. It also gives chairs a better tool.
- Budget: Supplemental request would reinstate all cuts from last year.

**Provost Michael Bruno (3:30 pm - 4:15 pm)**

Discussion topics:

- Flooding, electrical outages, and impact on faculty: Normally, an emergency management plan and structure is put into place that would manage emergency generators and surge protection. That was not activated before the flooding. Building coordinators should have been informed, but he is not sure that there is uniformity in the level of expertise of building coordinators. There will be a reassessment.
- Intersection of current personnel actions and the hiring freeze: Provost plans to honor the commitment to replace positions when a faculty member is not renewed or tenured.
- Searches underway/planned for EMs: UHM is in the final stages of hiring for the Cancer Center Director and the Dean of the Nursing School. He is forming a search advisory committee for the Dean of SOEST. He met with the units who will report to the Assistant Provost for Global Engagement. UH Press director is leaving; Provost met with staff and editorial board. University Librarian C. Guthro was appointed as interim director. A search advisory committee will be formed in the early spring semester. Vice Provost V. Kameoka is

	<p>retiring, but there was not much time to find someone to serve as interim. CARES is the most difficult part of the reorganization because elements of the work of CARES cuts across campus. The constituent departments are not in agreement about what the goals of the CARES office should be. He believes that the position may need to be elevated but it is to-be-determined. Director of Advising probably to fill next Fall.</p> <ul style="list-style-type: none"> <li>● Omicron: Provost is monitoring the situation closely, but does not want to make changes at this point. Gov. is deferring to the mayors. Our cases are the highest since the peak in September, but hospitalizations have remained low. He is not making plans to start the semester online, but that remains an option.</li> <li>● Telework: The COVID-19 telework policy will be extended through January. The other reason to do this was in response to the tight timeline regarding the HGEA vote. The general telework policy will become active in January as well.</li> <li>● Conversation on course modality: How do we want campus course offerings to look?</li> </ul>	
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>1. <b>CAB (CSI)</b> – No report. CAB meeting scheduled for spring TBD following doodle poll.</li> <li>2. <b>CAPP (KB)</b> – No report. The next meeting will be announced once the day/time is finalized for the spring semester.</li> <li>3. <b>CFS (KB)</b> – Met at 9 am on December 17th. CFS recommends that Kaliko Baker be appointed to CAPP and Myungji Yang to COA. Tie breaking procedure for elections still under discussion. The next meeting is January 14th at 12:30pm.</li> <li>4. <b>COA (CM)</b> – No report. Next meeting will be</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> <li>3. No action taken.</li> <li>4. No action taken.</li> </ol>

	<p>determined in Jan. 2022.</p> <p>5. <b>COR (MT)</b> – No report. Next meeting will tentatively be January 31 at 4:15 pm.</p> <p>6. <b>CPM (MT)</b> – No report. Next meeting will be determined in Jan 2022.</p> <p>7. <b>CSA (PB)</b> – No report. First meeting is Friday, January 7, 2022 at 1030am-1130am via zoom. Thereafter, every first Friday of the month during spring 2022 semester.</p> <p>8. <b>GEC (SB)</b> – No report. Next meeting will be January 10, 2022.</p> <p>9. <b>CEE (SB)</b> – No report. Next meeting will be in January 2022.</p> <p>10. <b>Campus Climate Committee (PB)</b> – No report. Next meeting in January 2022. TBD.</p> <p>11. <b>Grad Council (CSI)</b> – Meeting was held on December 14 at 3 pm. Approved five courses (ASAN 671, ASTR 601, CEE 612, THEA 668, THEA 768) and provisional status for Master in Architecture. Deferred ARCH 783 alpha to January and requested revisions. Spring meetings Jan 25, Feb 15, March 22, April 19 from 3-4:30 pm.</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>
<b>Unfinished Business</b>	1. None	
<b>Business</b>	1. Review draft 1/19/22 Senate agenda	1. No action taken.
<b>New Business</b>	<p>1. SCR 201 Task Force report.</p> <p>2. Next annual COIA meeting on February 19, 2022 at the NCAA Headquarters in Indianapolis, IN. Attendance can be in-person or via zoom.</p>	<p>1. No action taken.</p> <p>2. Liaison to send notice to COA.</p>

## MĀNOA FACULTY SENATE

<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be convened on Monday, January 3, 2022 at 1:30 PM.	Having completed business and hearing no objections, Chair Sipes adjourned the meeting at 4:21 PM.
--------------------	--	--

Respectfully submitted by Colin Moore, SEC Secretary.

Approved unanimously on January 3, 2022.