

**EXECUTIVE COMMITTEE
MEETING MINUTES**

MEETING DATE: **January 29, 2018** **2:00 PM - 5:00 PM**
LOCATION: Hawaii Hall 208
ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine, Chair	P	David Duffy, Vice-Chair	E			None	
Douglas Vincent, SEC Secretary	P	John Casken	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		Meeting was called to order by Chair C. Sorensen Irvine at 2:00 PM.
APPROVE AGENDA		
REVIEW OF MINUTES	1. The minutes of the January 22, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by J. Casken to approve the January 22, 2018 minutes; seconded by B. Powell. Approved unanimously.
CHAIR'S REPORT	1. ACCFSC update. Representative McKelvey met with ACCFSC, talked about respecting autonomy of UH; legislature to encourage public private partnership; bill to remove autonomy in a proposed constitutional convention; Senate is frustrated with the system and use of funds. A&S faculty met with McKelvey; SB 2328 was addressed, not supported in the house. Online course caps, Faculty quality of life survey; should the survey be sent out; they have had three surveys, done in cooperation with VPAA. System wide quality of life and morale. UHPA is considering sending out a survey but still preliminary. Maui College is discussing a new LMS system with Hae Okimoto, changing in	1. N.B. Senate Bill 2328, on OER, was deferred for decision making until February 6, 2018.

	<p>2020. Shifting to Canvas? Will invite Kris Hanselman to a future meeting about Janus case. 2014 ACCFSC QOL Survey</p> <p>2. MKThink update - in charge of the campus master planning; showed results of space audits; some of the results on faculty survey. Will present to BOR subcommittee and full board in February. MK Think is talking about repurposing buildings not new buildings.</p> <p>3. BOR update - C. Sorensen sent updates to SEC on BOR. Regents changed Emeritus policy. Shared Governance discussion scheduled in March. SEC should attend.</p> <p>4. Guest speaker for February MFS meeting update</p> <p>5. EAB files were sent to SEC, other files are available online.</p> <p>6. Update on Bylaws vote. J. Kinder met with vendor to discuss election; the system hasn't been done in while.</p> <p>7. D. Lassner requested a meeting with Chair Sorensen this week after BOR testimony.</p>	<p>2. C. Sorensen shared dates for Senate meetings to possibly present for MK Think to present.</p> <p>3. See notes.</p> <p>4. Chair confirms MFS February guest speaker from the Office of Graduate Education Dean Krystyna Aune</p> <p>5. Files are available to be viewed.</p> <p>6. J. Kinder to report next week.</p> <p>7. Chair will report next week.</p>
ACTION ITEMS	<p>1. CFS recommends the appointment of Jon Matsuda to the Commencement Committee</p> <p>2. CFS recommends the appointment of Stacey Roberts to the Veterans Task Force Committee</p> <p>3. CFS recommends the appointment of Jing Guo to the Council on Study Abroad Committee</p>	<p>1. Motion by B. Powell to appoint Jon Matsuda to the Commencement Committee; seconded by J. Casken. Approved unanimously.</p> <p>2. Motion by J. Casken to appoint Stacey Roberts to the Veterans Task Force Committee; seconded by S. Roberts. Approved unanimously.</p> <p>3. Motion by J. Casken to appoint Jing Guo to the Council on Study Abroad Committee; seconded by</p>

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	<p>4. CFS recommends the D. Brent Edwards to replace and complete COE Senator Amelia Jenkins remaining seat ending August 31, 2018.</p> <p>5. Request by Christine Quemuel Interim Asst VC for Diversity, and the Commission on Inclusion and Diversity to use the CONGRESS Listserv for the Dr. Amefil “Amy” Agbayani Faculty Diversity Enhancement Award announcement.</p>	<p>B. Powell. Approved unanimously.</p> <p>4. Motion by S. Roberts to appoint D. Brent Edwards to replace COE Senator A. Jenkins remaining seat ending August 31, 2018; seconded by B. Powell. Approved unanimously.</p> <p>5. Motion by J. Casken to approved the CONGRESS Listserv to announce the Agbayani Faculty Diversity Enhancement Award, seconded by B.Powell Approved unanimously.</p>
GUEST #1	NA	1.
COMMITTEE REPORTS	<p>1. CAB (DV) – Next meeting likely February 13, 2018.</p> <p>2. CAPP (BP) –Finalized set of 6 questions for CES. Working on final implementation aspects. Will roll out in August. Voted and approved the Dental Hygiene certificate, for the February MFS meeting; Next meeting is the February 14, 2018.</p> <p>3. CFS (GW) – CFS met on Wednesday, January 24, 2018. Other issues is related to elections were discussed. Elections of SEC methods and who can vote for new SEC are out of compliance.</p> <p>4. COA (BP) – No report. The next meeting is scheduled for Feb. 1st. Discussion of student athlete travel.</p> <p>5. COR (DD) – No Report. Last meeting was held on Jan 9th. Next meeting is Feb. 6th.</p> <p>6. CPM (JC) – No report. CPM will follow up on memo on Conflict of Interest memo to VPRI Syrmos. Amy</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. Four action items forwarded to the SEC (see above).</p> <p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</p>

	<p>Brown contacting CPM regarding concern. Next meeting will be on Feb. 2nd.</p> <p>7. CSA (JC) – No report, next meeting February 14, 2018</p> <p>8. GEC (SR) - GEC met January 26. Based on the GEC internal review committee’s work, a recommendation was made to streamline the process for students taking Diversification, Foundation and Hawaii/Second Language courses. Currently, students who attain one or more components of the breadth requirements within their Major are allowed to count the same courses toward satisfaction in the D, FG and HSL courses. This is not the case with the Minor/Certificates. The proposed change was to recommend changing the policy to allow students to apply the courses in the Minor as well. The GEC voted unanimously to recommend this change for Diversification and Foundations, but delayed making a recommendation on the HSL issue. Ruth Hsu and Noel Kent met with the committee to discuss Liberal Arts at UHM.</p> <p>9. CEE (CSI) – Met January 25 and gave feedback on assessment reports submitted by programs. Discussed how to streamline policies, how to better use data, and the use of Zoom for meetings.</p> <p>10. UHPA (GW) – Faculty forum in February 24, 2018. Tracking bills in the legislature.</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>
UNFINISHED BUSINESS	<p>1. None</p>	
BUSINESS	<p>1. ATP -- BS in the Construction Engineering</p> <p>2. Discussion on OER Bill (SB 2328) in the Senate</p> <p>3. Review and discussed a draft memo to VPRI Vassilis Syrmos, recommended by CPM.</p>	<p>1. Notice sent to CAPP.</p> <p>2. Testimony submitted for Senate Higher Education hearing on 1/30/2018.</p> <p>3. Motion to send memo to VPRI Syrmos by BP; seconded by GW,</p>

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	<p>4. MK Think possible presentations to February or March meeting.</p> <p>5. Learning Management System (LMS) question.</p> <p>6. ACCFSC Campus Climate Survey-- if ACCFSC is interested in participating in the campus climate survey (last done in 2014). (see link above) 2002, 2006, 2014 comes out of system office. Common instrument;</p> <p>7. D. Halbert request from Barry University - Student Survey.</p> <p>8. Discussion of system initiative on repeat policies.</p>	<p>Unanimous approval.</p> <p>4. Invite MK Think to present to the Senate both on Space and Faculty Survey.</p> <p>5. Refer to CSA</p> <p>6. SEC to review and discuss at next meeting.</p> <p>7. SEC does not believe it is appropriate to use the Faculty Congress listserv. Chair to notify D. Halbert on SEC action.</p> <p>8. Discuss with D. Lassner next week.</p>
ADJOURNMENT	The next meeting of the Senate Executive Committee will be on February 5, 2018.	<p>Motion to adjourn by J. Casken; seconded by B. Powell.</p> <p>Passed unanimously.</p> <p>Meeting adjourned at 4:05 PM.</p>

Respectfully submitted by Douglas Vincent, Secretary
 Approved unanimously on February 5, 2018.