

## EXECUTIVE COMMITTEE Minutes

MEETING DATE      September 9, 2024  
 MEETING TIME     1:15 PM - 4:30 PM  
 LOCATION           Zoom

### Members

Name	Role	Attendance
Edo Biagioni	Chair	Present
Marguerite Butler	Member	Present
Camaron Miyamoto	Member	Present, arrived at 1:26 pm.
Sarita Rai	SEC Sec.	Present
Brian Richardson	MFS Sec.	Excused
Ann Sakaguchi	Vice Chair	Present
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

### Guests

Name	Role	Time
Ernest Wilson	Regent	1:30 - 3:00 pm
Laurie Tochiki	Regent	1:30 - 3:00 pm
Boyd Ready	Parliamentarian	3:00 pm - 3:30 pm

<b>Subject</b>	<b>Discussion/Information</b>	<b>Action / Strategy / Responsible Person</b>
<b>Call to Order</b>	The meeting was called to order.	The Zoom meeting was called to order by Chair Biagioni at 1:20 PM.
<b>Review of Minutes</b>	<p>1. The draft minutes of the 8/26/2024 Senate Executive Committee were circulated electronically.</p> <p>2. Review draft 3/13/2024 Congress minutes</p>	<p>1. Minutes tentatively approved until clarification from the provost.</p> <p>2. Congress minutes were reviewed.</p>
<b>Chair's Report</b>	<p>1. Update on 9/5 Special BOR meeting. Board met in executive session to consider recommendations from the PSAG and to decide on finalists.</p> <p>The Committee on Institutional success had much testimony about the ARL, and Regent Abercrombie stated his strong preference that hazard pay for HGEA members should not be paid from special funds, especially tuition and fees special funds.</p> <p>2. Deadline is today at 12 noon for all MFS Committee Resolutions (or any other action) to the SEC.</p> <p>3. Tentative date of September 25th, 3pm for SEC presentation to committee chairs and vice-chairs.</p> <p>4. Student fees committee will meet on October 2<sup>nd</sup> 9am.</p> <p>5. GEC annual report expected week of 9/2, following up with past chair of CPM to get their final report.</p> <p>6. President Lassner offered to have the SEC meet with NCHEMS.</p> <p>7. Clarified to Jan Gouveia that SEC is only requesting information that she has, not information she would obtain from others.</p> <p>8. Please review the 2023-24 General Education Committee 23-24 Report prior to the September 16 meeting.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. No action taken.</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>

<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. Office of Student Conduct request               <ol style="list-style-type: none"> <li>a) Faculty Representation on the Student Conduct Appellate Board, 2024-2026</li> <li>b) Faculty Representation on the Academic Grievance Committee, 2024-2025</li> </ol> </li> <li>2. Review MFS committee actions for the 9/18 Senate agenda (there were no items from committees for the 9/18 Senate).</li> <li>3. Review 9/18 Senate agenda</li> <li>4. Review draft 5/8 Senate minutes</li> <li>5. Follow-up consultation on RP 5.213 Gen Ed proposed changes                RP 5.213 GenEd Consultation memo                RP 5.213 GenEd Revisions Redline                RP 5.213 GenEd Revisions Clean                RP 5.213 General Education (current policy)</li> <li>6. Senate Leadership Meeting                September 25 at 3 PM.</li> </ol>	<ol style="list-style-type: none"> <li>1. Motion by M Butler to refer to CFS; seconded by Ann S. Unanimous approval</li> <li>2. No action taken</li> <li>3. The agenda as amended was approved by unanimous consent.</li> <li>4. The minutes as amended were approved by unanimous consent.</li> <li>5. Motion by A Sakaguchi seconded by M Butler to be assigned to CAPP, CAB, GEC. CAPP is the lead. Motion passed unanimously</li> <li>6. The meeting schedule was approved.</li> </ol>
<b>Guest(s)</b>	<ol style="list-style-type: none"> <li><b>1. Regents Wilson and Tochiki (1:30 pm -3:00 pm)</b> <ul style="list-style-type: none"> <li>● Regent Tochiki spoke on the PSAG process, emphasizing their diversity and ability to work together.</li> <li>● Finalists for president will be announced on Sep 11th.</li> <li>● Discussion of shared governance, General Education, and the proposed changes to RP 5.213. The System Administration's conflating of General Education requirements with issues of transfer and articulation may be inappropriate and unhelpful, and it was emphasized that the Faculty of each campus are responsible for General Education on</li> </ul> </li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> </ol>

	<p>that campus. The Regents also indicated that the board is planning to ask the new president to hire a Chancellor for Mānoa.</p> <p>2. <b>Parliamentarian Boyd Ready (3:00 pm-3:30 pm)</b> Executive Session of the SEC from 3:00pm to 3:25pm.</p> <p>Boyd Ready spoke about the role of a parliamentarian, both in training members of a body and in advising the chair.</p>	<p>2. No action taken.</p>
<b>Committee Reports</b>	<p>1. <b>CAB (SR)</b></p> <ul style="list-style-type: none"> <li>a. First Meeting on Tuesday 9/3/2025</li> <li>b. Provided them with the PPT Meeting slides</li> <li>c. Officers <ul style="list-style-type: none"> <li>i. Chair Mark Thorne</li> <li>ii. Vice Chairs Barbara DeBaryshe and Kathleen Connely</li> <li>iii. Secretary Jim Potemra</li> </ul> </li> <li>d. Need to know the date of the Chair's meeting</li> <li>e. Present Charter/Bylaws to MFS do we post from last time?</li> <li>f. Would like MFS meetings to be hybrid or zoom, especially since CTAHR Extension folks are off island. Let the Chair know that it will be hybrid</li> <li>g. Asked whom the GEO Director is - Informed that it is Ashley Maynard as 1 year interim. Pleased to hear the news.</li> </ul> <p>2. <b>CAPP (CS)</b> – first meeting likely to be Sept. 12, but difficulty in finding time for more than 4. CAPP is also short of members.</p> <p>3. <b>CFS (MB)</b> – No report.</p> <p>4. <b>COA (BR)</b> – First meeting on September 5, 2024</p> <ul style="list-style-type: none"> <li>a. chair is David Rowntree</li> <li>b. Vice-Chair is Nate Gronewold</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>

	<p>c. Secretary is Gary Glauberman</p> <p>5. <b>COR (CS)</b> –first meeting will be Sept. 12</p> <p>6. <b>CPM (CM)</b> – No report.</p> <p>7. <b>CSA (CM)</b> – No report.</p> <p>8. <b>GEC (MB)</b> – No report.</p> <p>9. <b>CEE (AS)</b> – First meeting was held on 9/3/24. AY 2024-2025 officers are: Chair-Justin Walguarnery, Vice-Chair-Jessica Gasioerek, Secretary-Joseph Foukona. During AY 24-25, 14-16 assessment reports will be reviewed <u>per CEE member</u>. CEE will seek to fill the 3 vacant positions. Next mtg TBD.</p> <p>10. <b>Campus Climate Committee (BR)</b> – Next meeting is Thursday, September 12.</p> <p>11. <b>Grad Council (CS)</b> – first meeting Sept. 17.</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>	<p>1. Scheduling in-person SEC meetings. Perhaps once a month, and if so perhaps on the first meeting of each month? Meetings to be in Hawaii Hall 208.</p> <p>2. SEC: report on and discussion of SEC members' goals and plans for the academic year 2024-2025.</p> <p>3. Consideration of whether non-MFS committee reports should be regularly included in the SEC agenda (or only when needed). Should the category be "Committee Reports" or "MFS Committee Reports"? How often, if any, should written reports be required? e.g. once a year, or twice a year? List of faculty appointment to non-MFS Committees (2021-2024)</p> <p>4. Draft Gen Ed MOU between SEC and IVP AE Suggested Revisions: Draft GenED MOU (v2)</p>	<p>1. Action deferred.</p> <p>2. Action deferred.</p> <p>3. Action deferred.</p> <p>4. Action deferred.</p>

<b>Business</b>	<ol style="list-style-type: none"> <li>1. Consider discussing with SEC the questions we need to ask the Administration and providing them to the Administration ahead of time.</li> <li>2. Senate consideration of second MFS listserv.</li> <li>3. Improving communication between the committees and SEC - perhaps sending them the SEC minutes.</li> <li>4. Communication to the faculty Congress/MFS Consider at the end of semester report of SEC/MFS to the Congress</li> <li>5. Consider inviting the provost together with the IVPAE</li> <li>6. Possible SEC meeting with NCHEMS</li> <li>7. Discuss VPAS Policy Briefing</li> </ol>	<ol style="list-style-type: none"> <li>1. Action deferred.</li> <li>2. Action deferred.</li> <li>3. Action deferred.</li> <li>4. Action deferred.</li> <li>5. Action deferred.</li> <li>6. Action deferred.</li> <li>7. Action deferred.</li> </ol>
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. None</li> </ol>	
	The next regular meeting of the Senate Executive Committee will be convened on Monday, September 16, 2024 at 1:30 pm.	
<b>Adjournment</b>	Having completed the action items and hearing no objections, Chair E. Biagioni adjourned the meeting.	Meeting adjourned at 4:33 PM.

Respectfully submitted by Sarita Rai, SEC Secretary.

Approved on September 16, 2024.