

**EXECUTIVE COMMITTEE**  
**Meeting Minutes****MEETING DATE** August 5, 2019**MEETING TIME** 2:00 PM - 5:00 PM**LOCATION** Hawaii Hall 208**Attendance****Members**

<b>Name</b>	<b>Role</b>	<b>Attendance</b>
Brian Powell	Chair	Present
David Duffy	Vice-Chair	Excused
Ann Sakaguchi	SEC Secretary	Present
Stacey Roberts	MFS Secretary	Present
David Ross		Present
Truc Nguyen		Present
Jennifer Griswold		Present
Jim Potemra		Present
Carolyn Stephensen		Present

**Guests**

<b>Name</b>	<b>Role</b>	<b>Time</b>
none		

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The meeting was called to order by Chair B. Powell at 2:03 PM.
<b>Review of Minutes</b>	<ol style="list-style-type: none"> <li>1. The minutes of the 6/24/19 Senate Executive Committee were circulated electronically.</li> </ol>	<ol style="list-style-type: none"> <li>1. J. Griswold made a motion to approve the 6/24/19 meeting minutes; T. Conway seconded. The minutes were approved 8 in favor; 1 abstention.</li> </ol>
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>1. Plan for Aug 21 MFS meeting - to discuss the TIM merger proposal tabled at the May 2019 MFS meeting.</li> <li>2. ACCFSC retreat - The retreat will be held on 8/19/19. It will be held at the College of Education's Collaboration Room. T. Nguyen reserved a seat for the new incoming SEC Chair. M. Bruno is attending for the first ten minutes to welcome the group as the Manoa campus executive. Agenda items include: 4 directions for the faculty work-life survey; and the proposed bylaws and charter revisions will be discussed. Regarding the bylaws, it will be clarified that the ACCFSC will not replace or supercede campus senates; this will be made clear on the revised document. Finally, upcoming issues of the year will be discussed, followed by presentations from the UHPA and the BOR representatives.</li> <li>3. Mental Health clinic on campus—to be referred to the Climate Change Committee.</li> <li>4. Development of the NOAA fisheries property-Contractor has been selected for the construction of faculty housing at the former NOAA Fisheries property. It will be announced at the next BOR meeting.</li> <li>5. ASUH-Landon Li (ASUH President) met with Chair B. Powell on 7/31 and expressed his disappointment about the merger process of TIM and Shilder, i.e. that TIM students were not consulted during the merger discussions.</li> </ol>	<ol style="list-style-type: none"> <li>1.</li> </ol>
<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. None.</li> </ol>	<ol style="list-style-type: none"> <li>1.</li> </ol>

# MĀNOA FACULTY SENATE

Guest(s)	1. None.	1.
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>1. CAB (AS) – No report.</li> <li>2. CAPP (CS) – No report.</li> <li>3. CFS (DR) – No report.</li> <li>4. COA (JG) – No report.</li> <li>5. COR (DD) – No report.</li> <li>6. CPM (SR) – No report.</li> <li>7. CSA (JG) – No report.</li> <li>8. GEC (CS) - No report.</li> <li>9. CEE (DR) – No report.</li> <li>10. UHPA (AS) – No report.</li> <li>11. WASC (CS) – No report.</li> <li>12. Educational Excellence Committee (CS/AS) - Committee met on 7/1, 7/8, 7/15, 7/22, 7/19 and 8/5. The EEC Chairs requested that the members not share discussions outside of the committee. The SEC discussed this at length and are not attending these meetings as individual/independent faculty representatives; it was the consensus of the committee, therefore, to keep the SEC informed of the discussions that occur in the Phase II committees.</li> <li>13. Equity, Climate and Conflict Resolution Committee (JG) - Met on 7/31/19. The committee talked about the vision and functional statements. Also, they talked about the three pillars (Climate, Ombuds, Compliance) and how these would work together. Another sub-task force is charged with working on what this office would look like if compliance were separate. The committee began discussions about what units would best fall into this new office.</li> <li>14. Enrollment Management Committee (TC/BP) - Met on 8/1/19. Worked on the functional statements of the</li> </ol>	<ol style="list-style-type: none"> <li>1. No action was taken.</li> <li>2. No action was taken.</li> <li>3. No action was taken.</li> <li>4. No action was taken.</li> <li>5. No action was taken.</li> <li>6. No action was taken.</li> <li>7. No action was taken.</li> <li>8. No action was taken.</li> <li>9. No action was taken.</li> <li>10. No action was taken.</li> <li>11. No action was taken.</li> <li>12. No action was taken.</li> <li>13. No action was taken.</li> <li>14. No action was taken.</li> </ol>

	<p>EM office. The job of the EM is to manage enrollment (recruitment, marketing, applications, admissions, and monitor retention) for the Manoa campus. Discussions ensued about EM managing both undergraduate and graduate enrollment and creation of various functional statements.</p> <p>15. Student Success Committee (PM) - met four times to date. The committee had heard from SEED, and discussions included where does advising belong, most of the functional areas listed under student success are not up for discussion.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN/DD) - Committee met for the first time on 7/26/19 with wide discussion of issues. Chairs to draft discussion documents.</p>	<p>15. No action was taken.</p> <p>16. No action was taken.</p>
<b>Unfinished Business</b>	<p>1. Update on next version of strategic plan</p>	<p>1.</p>

<p><b>New Business</b></p>	<ol style="list-style-type: none"> <li>1. 2019-20 MFS Officer Elections:  Chair - Tom Conway   Vice Chair - Paul McKimmy   MFS Secretary - Ann Sakaguchi   SEC Secretary - Jim Potemra</li> <li>2. Liaison Appointments:   CAB-A. Sakaguchi   CAPP- C. Stephenson   CFS - T. Nguyen   COA- J. Griswold   COR - J. Potemra   CPM - T. Nguyen   CSA - J. Griswold   GEC - C. Stephenson   CEE - P. McKimmy   UHPA - A. Sakaguchi</li> <li>3. Reorganization Proposal: College of Social Sciences, Center for Oral History (Refer to CAB and CAPP)</li> <li>4. Graduate Division Proposal:  Teaching/Mentoring/Advising in the Graduate Faculty Criteria - Several points were actively raised and discussed. The Chair will send a response separately to UHPA and the Provost. The memo to the Provost will mention that the</li> </ol>	<ol style="list-style-type: none"> <li>1. Chair Powell will send a note to the President and Provost notifying them of the new SEC officers.</li> <li>2. A motion was made by T. Nguyen, to accept the liaison appointments; J. Griswold seconded this. The SEC unanimously approved the motion.</li> <li>3. The SEC voted to defer this matter to the CAB in Fall.</li> </ol>
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	<p>proposal should have been sent to the SEC, not just to UHPA.</p> <p>5. UH System Technology Transfer Policy -defer to a future discussion</p> <p>6. Confucius Institute/UHM Agreement-no longer an issue due to the shutdown of the Confucius Institute.</p> <p>7. Manoa Centralized Space Planning - defer discussions until a later date.</p> <p>8. Set 2019-20 SEC meeting schedule - every Monday 2-5pm</p> <p>9. MFS Archive</p>	
<b>Adjournment</b>	The next meeting of the Senate Executive Committee will be on August 12, 2019.	<p>1. B. Powell made a motion to adjourn; A. Sakaguchi seconded the motion.</p> <p>2. Meeting adjourned at 4:15 PM.</p>

Respectfully submitted by Ann Sakaguchi, Secretary  
 Approved unanimously on August 12, 2019.