

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE**      September 23, 2020  
**MEETING TIME**     2:00 PM - 3:30 PM  
**LOCATION**             Virtual meeting via Zoom

### Attendance

#### Members

Name	Role	Attendance
Paul McKimmy	Chair	Present
Christine Sorensen Irvine	Vice Chair	Present
Brent Sipes	SEC Secretary	Present
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Excused
Tom Conway	Member	Present
Jim Potemra	Member	Present
John Kinder	Staff	Present

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The video conference meeting was called to order by Chair McKimmy at 2:05 pm.
<b>Chair's Report</b>	1. Reorganization letter to MFS - Provost Bruno sent a letter formally initiating consultation on 9/22/2020.	

## MĀNOA FACULTY SENATE

<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. Response to Reorganization letter - Chair McKimmy drafted a response which SEC members should review by 9/28 meeting.</li> <li>2. Chair-to-Senate communications - A blog for the MFS website was discussed. In the interim, short updates will be posted into the “Issues” section of the website</li> <li>3. CFS recommended appointment of Senator S. Sand (CTAHR) to CPM.</li> </ol>	<ol style="list-style-type: none"> <li>1. Place on 9/28/20 agenda. C. Irvine will work with Chair McKimmy to draft a response template for Senators.</li> <li>2. Chair McKimmy will look into establishing a Chair’s Blog on the website.</li> <li>3. T. Nguyen moved to approve the appointment. C. Irvine seconded and the motion passed with 5 ayes and no abstentions.</li> </ol>
<b>Unfinished Business</b>	<ol style="list-style-type: none"> <li>1. Draft Administrator Guidance on Shared Governance - There should be a continuum of engagement among the parties. The terminology used in the document should be consistent with that used in the academic community.</li> </ol>	<ol style="list-style-type: none"> <li>1. Review the draft in preparation for a vote at the 9/28/20 meeting.</li> </ol>
<b>Business</b>	<ol style="list-style-type: none"> <li>1. No business.</li> </ol>	
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. MFS site maintenance - It would be beneficial for multiple people to have editing privileges on the website.</li> </ol>	<ol style="list-style-type: none"> <li>1. T. Nguyen moved and J. Potemra seconded to grant the Senate Administrative Officer, Chair, Vice-Chair, and MFS Secretary website editing privileges. The motion passed with 5 ayes and no abstentions.</li> </ol>
<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be on September 28, 2020.	Meeting adjourned by Chair McKimmy at 3:41 pm.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on September 28, 2020.