

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE**      January 31, 2022  
**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, arrived at 1:33pm
Kim Binsted	Member	Present, excused at 2:54pm
Shana Brown	Member	Present
Michelle Tallquist	Member	Present, excused at 4:15pm
John Kinder	Staff	Present

#### Guests

Name	Role	Time
Michael Bruno	Mānoa Provost	2:00 pm - 2:45 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 1/24/2021 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. Update 3/23 Congress guest speakers will be Professor Daniel Friedman and Brian Strawn, UHCDC Project Director Discussion topic: UHM campus signage and way-finding system.</p> <p>2. Provost Chair meeting update. Wendy Pearson provided a summary on WASC. Provost answered questions about COVID protocols and online teaching. The Provost discussed ways to accommodate students if they've registered in person. Faculty can accommodate students, but are not required to do so. The COVID telework policy was discussed; the telework policy does not apply to nine-month instructional faculty. Also discussed was the availability of COVID tests and KN95 masks.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p>
<b>Action Items</b>	1. Official CALL proposal for the merger of the Department of Religion and the Department of Classics received on 1/25.	1. C. Sorensen Irvine made a motion to refer the proposal for the merger of the Department of Religion and the Department of Classics to CAB; seconded by M. Tallquist. Approved by acclamation.
<b>Guests</b>	<p>1. <b>Provost Michael Bruno (2:00 pm - 2:45 pm)</b></p> <p>1. Update on International Student recruitment and hiring. Provost noted that UHM is contracting for legal services to investigate how international students can be recruited and remain compliant with various laws and</p>	1. No action taken.

	<p>regulations. At the moment, bringing an international student into an online program from their country of origin is very complicated.</p> <ol style="list-style-type: none"> <li>Update on COE - No Confidence Resolution. Provost will be meeting with the COE executive committee next week. Provost has already had 6 meetings with the COE Dean and with S. French and others. The head of the COE business office resigned. Provost is working to put the COE business office back in working order.</li> <li>Reorg proposal routing and dates and votes and reorg flowchart. The Provost will consult with the Deans on reorg procedures.</li> <li>Current legislative bills (such as SB 3269) and university response and final SCR 201 report. Provost opposes the bill.</li> <li>Telework policies and faculty confusion. Telework policies are not applicable to traditional 9-month faculty.</li> <li>Liability of UH when faculty are exposed to COVID. Provost is uncertain, but believes that UH is not liable.</li> <li>CAB budget requests (Manoa Management Report from FY 2016-FY2021) links do not work (Link to Memo sent to Deans and Directors.) Provost will follow up on the request. He would like S. French to make a budget presentation to the MFS.</li> <li>Laulima publication date but better on the first day of instruction. Provost will make this request.</li> <li>Big Island meeting. Provost has no knowledge of a crisis meeting. President Lassner was at the Hawai'i Executive Conference.</li> </ol>	
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li><b>CAB (CSI)</b> – SEC forwarded three issues to CAB (CALL reorg, CFS request, and name change for nursing). CAB plans to submit a resolution on interim EM appointments for the February meeting. CEE governing documents were discussed and feedback is to be sent to</li> </ol>	<ol style="list-style-type: none"> <li>No action taken.</li> </ol>

<p>CEE. (Response sent to CEE regarding governance document.) Discussion of JABSOM reorg and decision was made to ask JABSOM to directly address the issues CAB raised previously or show where it was addressed in the proposal. Discussed request from CFS but consensus seemed to be that barring specific language in the MFS Bylaws, CFS would have reverted to Robert's Rules of Order which requires another vote. (Chair sent an email to CALL requesting additional information.) Discussed requesting budget information and the chair has asked SEC Chair B. Sipes to request the information from the CFO. Next meeting is February 2 at 3:00 PM.</p>	
<p>2. <b>CAPP (KB)</b> – Met Friday January 28th at 9:30am. Request for more detail in Senate minutes. Request that the SEC push for a later Laulima publication date (first day of classes?). Concerns about the telework policy. Very strong concerns about the lack of a backup plan for COVID. Discussion stemming from GenEd town halls, how to best work with GEC. Next meeting is tentatively scheduled for Friday February 4 at 9:30am (adjusting schedule for a new member).</p>	<p>2. No action taken.</p>
<p>3. <b>CFS (KB)</b> – January 28th meeting canceled due to lack of business. The next meeting time is TBD.</p>	<p>3. No action taken.</p>
<p>4. <b>COA (CM)</b> – Next meeting is being scheduled for the last week of February.</p>	<p>4. No action taken.</p>
<p>5. <b>COR (MT)</b> – Next meeting will be today at 4:15 pm. Interest in discussion with interim Vice Provost for Research, Chris Sabine. New chair is Christine Farrar.</p>	<p>5. No action taken.</p>
<p>6. <b>CPM (MT)</b> – Meeting was held on January 25, 2022 at 3:00PM. Discussion was about Faculty Emeritus status and how current EP 5.207 was evaluated in CPM in Fall 2020. CPM would like</p>	<p>6. No action taken.</p>

	<p>to investigate faculty ombuds position status. CPM would like to contact faculty and make them aware of the existence of this committee. Proposed inviting a guest to discuss tenure and promotion e-dossier system and if any feedback was solicited regarding its implementation and potential improvements.</p> <p>7. <b>CSA (PB)</b> – Next meeting is February 4, 2022 from 1030am-1130am via zoom.</p> <p>8. <b>GEC (SB)</b> – Meeting was held today, January 31, 2022. Discussion of timeline and procedures for submitting feedback in regards to Gen Ed Redesign; distribution and use of Spring ‘21 FG assessment report; course-based considerations (how to ensure consistency across sections, what are the attributes of a “master syllabus”). Next meeting is Monday, Feb. 14, 2022.</p> <p>9. <b>CEE (SB)</b> – Meeting was held on January 25, 2022. Committee discussed UH systemwide General Education proposal with eye towards submitting comments to CAPP by Feb. 15, 2022. Next meeting is Feb. 22, 1:30 pm.</p> <p>10. <b>Campus Climate Committee (PB)</b> – Next meeting: Tuesday, Feb. 1 from 1:00 pm-2:30pm via zoom.</p> <p>11. <b>Grad Council (CSI)</b> – Meeting was held on January 25, 2022 from 3-4:30 pm. Approved three architecture courses, three BAM Pathways (Anthropology, Sociology, Interdisciplinary Sustainability/ Geography). Reviewed School Counseling proposal and requested changes. School Counseling will be reviewed again next month.</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>		
<b>Business</b>	<p>1. 2/16 Senate speaker invitations: Sandy French and Dave Matlin</p>	<p>1. Chair Sipes will invite AD Matlin to speak at the March Congress meeting. Chair Sipes</p>

# MĀNOA FACULTY SENATE

	<p>2. Liaison reports for possible committee actions to the SEC for the upcoming draft 2/16 MFS agenda.</p> <ul style="list-style-type: none"> <li>- CAB: Resolution Calling for the Creation of a Policy Pertaining to the Appointment of Interim Executive Managerial Positions.</li> </ul>	<p>will invite S. French to speak at the 2/16 MFS meeting.</p> <p>2. M. Tallquist will ask CPM to make a presentation at the 2/16 MFS meeting.</p>
<b>New Business</b>	<p>1. SCR task force final report <a href="https://www.hawaii.edu/govrel/docs/reports/2022/scr201(2021)_2022_uoh_tenure_report.pdf">https://www.hawaii.edu/govrel/docs/reports/2022/scr201(2021)_2022_uoh_tenure_report.pdf</a></p> <p>2. CAB subcommittee request: Manoa Management Report from FY 2016-FY2021 and working links</p>	<p>1. No action.</p> <p>2. Chair Sipes will send a request to Provost Bruno.</p>
<b>Adjournment</b>	<p>The next regular meeting of the Senate Executive Committee will be convened on Monday, February 7, 2022 at 1:30 PM.</p>	<p>Having completed business and hearing no objections, Chair Sipes adjourned the meeting at 3:40 PM.</p>

Respectfully submitted by Colin Moore, SEC Secretary.

Approved unanimously on February 7, 2022.