

## EXECUTIVE COMMITTEE Meeting Minutes

**MEETING DATE**      April 6, 2020  
**MEETING TIME**     1:30 PM - 4:30 PM  
**LOCATION**             Virtual meeting via Zoom

### Attendance

#### Members

Name	Role	Attendance
Tom Conway	Chair	Present
Paul McKimmy	Vice Chair	Present
Jim Potemra	SEC Secretary	Present
Ann Sakaguchi	MFS Secretary	Present
Carolyn Stephenson	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
John Kinder	Staff	Excused

#### Guests

Name	Role	Time
David Lassner	President & UHM CEO	2:30 pm - 3:30 pm
Kathryn Hoffmann	LLL Senator	3:30 pm - 4:00 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 T. Conway at 1:31 PM.
<b>Review of Minutes</b>	<ol style="list-style-type: none"> <li>1. The minutes of the 3/23/20 Senate Executive Committee were circulated electronically.</li> <li>2. The minutes of the 3/30/20 Senate Executive Committee were circulated electronically.</li> <li>3. The minutes of the 4/1/20 Senate Executive Committee were circulated electronically.</li> </ol>	<ol style="list-style-type: none"> <li>1. A. Sakaguchi made a motion to approve the 3/23/20 meeting minutes; seconded by T. Nguyen. The minutes were approved with 6 votes in favor; 0 abstentions.</li> <li>2. P. McKimmy made a motion to approve the 3/30/20 meeting minutes; seconded by J. Griswold. The minutes were approved with 6 votes in favor; 0 abstentions.</li> <li>3. A. Sakaguchi made a motion to approve the 3/30/20 meeting minutes; seconded by P. McKimmy. The minutes were approved with 6 votes in favor; 0 abstentions.</li> </ol>
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>1. Faculty Classification Town Hall meeting discussion with Provost on Thursday.</li> <li>2. ACCFSC co-Chair meeting with VP Straney on Wednesday to discuss the April ACCFSC meeting.</li> </ol>	<ol style="list-style-type: none"> <li>1. T. Conway will email CPM for input..</li> <li>2. T. Conway will relay SEC concerns regarding grade change policy.</li> </ol>
<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. Reporting back survey result to Congress. The SEC decided to draft a summary letter and include both SEC responses, both polls, and VP Straney's proposal. This will also include the final policy decision that should come Wednesday.</li> <li>2. CAPP Resolution Opposing the Manoa Provost's "Plan for Online and Distance Credit Programs and Courses"</li> <li>3. 4/15 MFS Agenda</li> </ol>	<ol style="list-style-type: none"> <li>1. P. McKimmy will forward poll results to T. Conway; J. Potemra will draft letter.</li> <li>2. SEC will add this to UHMFS April meeting agenda.</li> <li>3. No action.</li> </ol>

<p><b>Guest(s)</b></p>	<p>1. <b>President &amp; CEO David Lassner (2:30 pm - 3:30 pm)</b> Discussed expectations regarding budget cuts and hiring freeze, possible cost reductions. Additionally heard about policy regarding work at home, building closures and related challenges.</p> <p>2. <b>Senator Kathryn Hoffmann (3:30 pm - 3:50 pm)</b> Senator Huffmann expressed her concerns that the UHMFS was not fully challenging the administration on recent issues, for example the campus redesign.</p>	<p>1. No action.</p> <p>2. No action.</p>
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<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>1. CAB (AS) - Provost Bruno communicated with CAB on 3/27 that he wants to defer the campus reorg (Provost/Vice-Provost offices)--according to his note, it is still a work in progress, but the timeline for implementation has moved to January 1, 2021. This will give them the summer, and then serious campus conversations, revisions, and eventual faculty consultation to occur in the Fall.  Given the uncertain future that lies ahead, the Provost is uncertain whether to move ahead with the LLL/AH/SPAS merger or to preserve the status quo. He asked CAB if the committee can be prepared to provide feedback to ensure faculty voices are heard, whether or not the merger takes place this year. CAB rolled out an online survey regarding the merger proposal on 4/1 to AH/LLL/SPAS faculty with a closing date of 4/15. They will bring a Resolution to the MFS on 5/13 instead of 4/19.</li> <li>2. CAPP (CS) – CAPP met 4/1 to write resolution opposing “Plan for Online and Distance Credit Programs” and sent to SEC for April 15 Senate. Briefly discussed problems with VP Straney proposal for grading C/NC for Spring 2020, but sent memo to SEC supporting students’ right to choose C/NC after seeing grades, but expressing concern that memo confusing on relationship of C/NC to credit on GenEd (requires D), departments (require C- or C or B), or Grad courses (require B). Next meeting April 8.</li> <li>3. CFS (TN) – Next meeting is April 7 at 11am. SEC Elections are open. <ol style="list-style-type: none"> <li>a. Election Timeline <ol style="list-style-type: none"> <li>i. SEC Candidates: Six received</li> <li>ii. SEC Election Apr 6 - Apr 13</li> </ol> </li> <li>b. Working on call for volunteers for boards</li> </ol> </li> <li>4. COA (JG) – April 3rd meeting was cancelled. Currently rescheduling by email for either April 10 or April 17th at 2-3 pm.</li> <li>5. COR (JP) – No report, next meeting is April 8.</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> </ol>
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6. CPM (TN) – CPM Chair Derrick Higginbotham, member Kathryn Hoffmann, and Liaison Nguyen attended GEC meeting on March 27 to present concerns. Next meeting April 21.	6. No action was taken.
7. CSA (JG) – Next Meeting Wednesday April 8th at 1:30 pm.	7. No action was taken.
8. GEC (CS) – GEC met April 1 by Zoom and discussed possible adjustments to Hallmarks as we move to online. How much flexibility? Next GEC April 17.	8. No action was taken.
9. CEE (PM) – Chair, Vice-chair, and Liaison met with iAVCAA Lyons to coordinate sending a joint memo to departments needing to show use of their program assessment data. Next meeting is 3PM today, 4/6/20.	9. No action was taken.
10. UHPA (AS) – No report.	10. No action was taken.
11. WASC (CS) – Met February 28 to propose subcommittees and timeline. First draft due March 27, second April 24, Final in May.	11. No action was taken.
12. Educational Excellence Design Team (CS) – Met 3/2 from 10:30 to 11 to review draft “Mānoa Direct Reports.” Area now to be called Academic Excellence. Most recent meetings all cancelled.	12. No action was taken.
13. Equity, Climate and Conflict Resolution Committee (JG) –No Meeting.	13. No action was taken.
14. Enrollment Management Committee (TC/BP) – No meeting.	14. No action was taken.
15. Student Success Committee (PM) – No meeting, no plans for more	15. No action was taken.
16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No mention of plans for any other meetings.	16. No action was taken.

**MĀNOA FACULTY SENATE**

<b>Unfinished Business</b>	<ol style="list-style-type: none"><li>1. Dual EM Positions:  220 E/M positions. 88 are at Manoa (54 are System level), and 30 are listed as interim (6 at the System level) UHMFS has already issued a resolution emphasizing the problem with interim appointments.</li></ol>	<ol style="list-style-type: none"><li>1. No Action.</li></ol>
<b>Business</b>	<ol style="list-style-type: none"><li>1. Tenure Clock Changes due to COVID-19</li><li>2. AH, LLL, &amp; SPAS Reorg</li></ol>	<ol style="list-style-type: none"><li>1. Referred to CPM.</li><li>2. Request CAB update at MFS meeting 4/15/20. A. Sakaguchi will forward poll that CAB sent out to faculty.</li></ol>
<b>New Business</b>	<ol style="list-style-type: none"><li>1. None.</li></ol>	
<b>Adjournment</b>	The next meeting of the Senate Executive Committee will be on April 13, 2020.	P. McKimmy made a motion to adjourn; seconded by A. Sakaguchi. Meeting adjourned at 4:03 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on April 13, 2020.