

EXECUTIVE COMMITTEE Minutes

MEETING DATE August 26, 2024
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Hawaii Hall 208

Members

Name	Role	Attendance
Edo Biagioni	Chair	Present
Marguerite Butler	Member	Present
Erin Centeio	Member	Excused
David Flynn	Member	Present
Camaron Miyamoto	Member	Present
Sarita Rai	SEC Sec.	Present
Raphael Raphael	Member	Present
Brian Richardson	MFS Sec.	Present
Ann Sakaguchi	Vice Chair	Present
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Michael Bruno	Provost	2:30 pm - 3:15 pm

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	The meeting was called to order.	The Zoom meeting was called to order by Chair Biagioni at 1:30 PM.
Review of Minutes	<p>1. The draft minutes of the 8/19/2024 Senate Executive Committee were circulated electronically.</p> <p>2. Review draft 3/13/2024 Congress minutes</p>	<p>1. Minutes approved as corrected by unanimous consent.</p> <p>2. Congress minutes were reviewed.</p>
Chair's Report	<p>1. Review the role of committee liaisons and call for the first meeting of each committee.</p> <p>Liaisons participate in committee meetings but they are not voting members. Instead, they are information conduits from SEC to Committee and vice versa (informal communication). Formal communication takes place between the Chair of the Committee and the chairs of the SEC.</p> <p>Committees are autonomous. Committees are independent and choose to take actions and/or not.</p> <p>Liaisons must communicate deadlines for resolutions and any items that need to be posted to the MFS meeting - two weeks before, by noon two Mondays before the MFS meeting. Liaisons also need to communicate committee plans back to the SEC.</p> <p>2. Update on the ACCFSC meeting. Celia Bardwell-Jones of UH Hilo and Kelsie Aguilera of Leeward CC are the new co-chairs.</p> <p>Regent Wilson reviewed the presidential hiring process, which is on schedule. Announcements will be made soon.</p> <p>VP Halbert reported on Administration plans to consult the faculty on during the coming academic year, noting the policy briefing may evolve over time, and not all of these will be brought to MFS during the next academic</p>	<p>1. Elect Officers of each committee asap after calling the meeting.</p> <p>2. Invite Regents Tochiki and Wilson (or Haning if Wilson cannot make it) to attend an SEC meeting as soon as convenient to talk about General Education. Try to arrange meetings of the SEC with presidential candidates.</p>

<p>year. VP Halbert also presented a draft plan for establishing a system-wide General Education Committee to revise the General Education curriculum.</p> <p>The ACCFSC was told that UH Hilo has received a second notice of concern from WASC with a recommendation to "Enhance communication among all campus constituents, and especially between the administration and Faculty Senate, relating to university policies, processes, and decision-making". During the meeting, this was summarized as "improving shared governance".</p> <p>3. Update on the Provost's Council meeting (50+ participants), including:</p> <ul style="list-style-type: none"> - enrollments are up from last year in spite of (or perhaps because of) the FAFSA issue, but future enrollments will be drawing from a shrinking pool. This is only the third time ever that the incoming class is over 3,000 students. - the announcement of a new Student Advisory Council. - hiring is nearly complete for a director for the Health Sciences Initiative. <p>4. No SEC meeting on September 2, 2024 (Labor Day)</p> <p>5. MFS Special Elections:</p> <ul style="list-style-type: none"> - Candidacy Period will be open from September 9 - 13. - Election Polls will be open from September 16 - 20. <p>14 vacant MFS seats:</p> <p>CALL (3) ORU (3) SCB (2) HSHK (1) SOCSCI (1) SOEST (4)</p> <p>6. Reminder: MFS Committee Resolutions (or any other action) are due to the SEC on Sept 9 at 12 noon.</p> <p>7. JABSOM elected alternate member, Deborah Merritt, has accepted the remaining senate 1-yr term of Sen. Gerry Busch (2023-2025) and has been recommended by</p>	<p>3. No action taken.</p> <p>4. No action taken.</p> <p>5. Action taken. SEC leadership to write to Deans, Chairs and Senate</p> <p>6. No action taken.</p> <p>7. No action taken.</p>
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	CFS to the Committee on Athletics (COA). Revised 2024-25 Senator count is now 58 with 29 members for quorum.	
Action Items	<p><u>Foundations Board:</u> Patrick Agullana, International Programs, Outreach College, for a 3 year appointment 07/01/24-06/30/27</p> <p><u>Diversification Board:</u> Kelsey O'Brien, Student-Athlete Academic Services, AA, for a 3 year appointment 07/01/24-06/30/27</p> <p><u>Ethics Board:</u> Karen Jolly, History, CALL for a 3 year appointment 07/01/24-06/30/27</p> <p><u>HAP Board:</u> Julieanne Walsh, Center for Pacific Island Studies, CALL, for a 3 year appointment 07/01/24-06/30/27 Sanjeev Sridharan, SSRI, SOCSCI, for a 3 year appointment 07/01/24-06/30/27</p> <p><u>Writing Intensive Board:</u> Joel Moffett, ACM, CALL, for a 2 year appointment 07/01/23-06/30/26 Hazel Gedikli, CTE, for a 3 year appointment 07/01/24-06/30/27 Jennifer Kelly, OUTREACH, for a 3 year appointment 07/01/24-06/30/27</p> <p><u>Oral Communication Board:</u> Nicole Sagapolutele, Student-Athlete Academic Services, AA, for a 3 year appointment 07/01/24-06/30/27</p> <p>2024-25 Current membership of the GenEd Boards</p> <p>Candidate folders with CVs & Letters of Interest</p> <p>2. CFS recommends that Sen. Deborah Merritt be assigned to the Committee on Athletics (COA). https://www.hawaii.edu/uhmfs/committees/coa/</p>	<p>1. Motion by B. Richardson to accept the CFS recommendation, A. Sakaguchi seconded. Motion approved.</p> <p>2. Moved by M. Butler, seconded by A. Sakaguchi. Passed unanimously.</p>

<p>Guest(s)</p>	<p>1. Provost Michael Bruno (2:30 pm - 3:15 pm)</p> <p>News and updates by the Provost</p> <ul style="list-style-type: none"> • 3000 enrollment is near an all time high. Next week will start a discussion of student retention. Challenges have been student housing; we have curated off campus housing via contract with a third party; NOAA building will open up Fall 2025 and will house seniors, graduate students and faculty. Meetings are ongoing with the developer and together with himself, Kapaa Oliveira, Sandy French, Kalbert Young. They are discussing price points. Also discussing with EWC for housing because they have the best prices. • Lessons learned from RISE, which was full last year but is not full this year. <p>Responses from the provost on the following items:</p> <ul style="list-style-type: none"> • FAR for Athletics - term expiring August 31, 2024. This is not the Provost's purview. Need to be discussed with CEO of Manoa David Lassner. Athletics is reporting to the CEO position. • In response to a question about some units' budgets being substantially cut in spite of increases in enrollment, the Provost announced budget increases are tied to enrollment to the affected departments. <p>Working on predictability of enrollment / classes and funding for different disciplines etc.</p> <p>Funds and hires should follow growth.</p>	<p>1. No action taken.</p>
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	<p>The provost suggested scheduling regular presentations by Chief Budget Officer Sandy French and VP Kalbert Young to the senate or congress and present the budget in ways to make sense, such as budget allocations etc.</p> <ul style="list-style-type: none"> When asked about bullying of staff and faculty and changes in workplace violence policies, the Provost said there has been no change in policy in workplace violence. There is a campus level executive in charge of overseeing Mānoa CARES and other offices and to help individual units. There is some progress in hiring two retired investigators (Michelle Tom and Grace Fujino) to investigate workplace violence. <p>When the Provost hears about such cases they do deploy personnel to investigate.</p> <ul style="list-style-type: none"> The Provost was requested to advocate and support Mānoa, and particularly MFS and CAPP, evolving General Education without the UH System trying to create a General Education that each campus must follow. <p>The General Education Office has a new director: Ashley Maynard. The Provost has had discussions with the President, VP, and the IVP AE concerning the System General Education.</p> <p>As for the Mānoa General Education - Mānoa can and should lead in a re-imagined Gen Ed curriculum, that would include ongoing discussions with the two 4-year campuses when the work is initiated, followed by discussions with the community colleges to follow.</p>	
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	<p>Provost will discuss General Education upon his review of the System plan for General Education.</p> <ul style="list-style-type: none"> Budget for the SEC and Senate Office was approved and restored to 15K by the Provost. and Sandy French was notified. Provost will follow-up.. Equipment budget for hybrid meetings approved for the senate office. <p>Provost asked Sandy French to allocate funds for hybrid meetings. SEC requested Garret Yoshimi to help with the hybrid meeting equipment.</p> <ul style="list-style-type: none"> Discussion of the change in Graduate Student Tuition waivers. Graduate students to be paid by using / applying tuition. 	
Committee Reports	<ol style="list-style-type: none"> CAB (SR) – Adjourned for the summer. CAPP (CS) – Adjourned for the summer. CFS (MB) – Adjourned for the summer. COA (BR) – Adjourned for the summer. COR (CS) – Adjourned for the summer. CPM (CM) – Adjourned for the summer. CSA (CM) – Adjourned for the summer. GEC (MB) – Adjourned for the summer. CEE (AS) – Adjourned for the summer. Campus Climate Committee (BR) – Next meeting is Thursday, September 12,. 	<ol style="list-style-type: none"> No action taken. No action taken. No action taken. No action taken. No action taken. No action taken. No action taken. No action taken. No action taken. No action taken.

	11. Grad Council (CS) – Adjourned for the summer.	11. No action taken.
Unfinished Business	<p>1. Scheduling in-person SEC meetings. Perhaps once a month, and if so perhaps on the last or third meeting of each month? Meetings would be in Hawaii Hall 208.</p> <p>2. SEC: possible development of goals and plans for the academic year 2024-2025.</p> <ul style="list-style-type: none"> • e.g. improving the effectiveness of ORS, RCUH, and OVPRI in supporting the research enterprise. • e.g. review of system hires and reorganizations at the system level by CAB. <p>If approved, time will be scheduled during the next 2-3 SEC meetings for discussion on SEC goals for the 2024-25 academic year.</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"?</p> <p>4. Draft Gen Ed MOU between SEC and IVPAE</p>	<p>1. Deferred until after the 8/26 meeting.</p> <p>2. Priorities and Issues to be discussed from September 9, 2024.</p> <p>3. Both questions are deferred until we have the list of committees.</p> <p>4. Carolyn Stephenson, Marguerite Butler and Sarita Rai to work on the draft and bring it to the SEC at its next meeting - September 9, 2024.</p>
Business	<p>1. MFS Sept 18 - Guest speaker(s) Tentatively 4:00 to 5:00 with Sandy French.</p> <p>2. Request to retract last week's request to J. Gouveia.</p>	<p>1. Confirm the meeting and provide questions.</p> <p>S. Rai will send questions that CAB previously asked S. French, and in addition will ask her to speak on her budget report and the status of the report that she has now. Sandy French with CC to SEC and John Kinder.</p> <p>2. Schedule Jan Gouveia for</p>

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	Comments from the COE Senate Chair to the SEC	September 9, 2024 meeting to let us know about the status of Manoa new building and projects.
New Business	<ol style="list-style-type: none"> 1. Improving communication between the committees and SEC - perhaps sending them the SEC minutes. 2. Communication to the faculty Congress/MFS Consider at the end of semester report of SEC/MFS to the congress 3. Consider inviting the provost together with the IVPAE 4. Consider discussing with SEC about the questions we need to ask the Administration and providing them ahead of time 5. Senate consideration of second MFS listserv. 	<ol style="list-style-type: none"> 1. action deferred. 2. action deferred 3. action deferred 4. action deferred. 5. action deferred.
	The next regular meeting of the Senate Executive Committee will be convened on Monday, September 9, 2024 at 1:30 pm.	
Adjournment	Having completed business and hearing no objections, Chair E. Biagioni adjourned the meeting.	Motion to adjourn the meeting moved by Cameron seconded by Marguerite. Meeting adjourned at 4:34 PM.

Respectfully submitted by Sarita Rai, SEC Secretary.

Approved unanimously on September 23, 2024.