

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE**      September 18, 2023  
**MEETING TIME**     2:00 PM - 4:30 PM  
**LOCATION**             Zoom

### Members

Name	Role	Attendance
Edo Biagioni	Member	Present - arrived 2:29 pm
Gerry Busch	Member	Present - arrived 2:08 pm
Erin Centeio	Chair	Present
David Flynn	Vice Chair	Present
Raphael Raphael	MFS Sec.	Present
Brian Richardson	SEC Sec.	Present
Carolyn Stephenson	Member	Present - arrived 2:03 pm
John Kinder	Staff	Present

### Guests

Name	Role	Time
Michael Bruno	Provost	3:00 pm -3:45 pm

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	Meeting was called to order.	The video conference meeting was called to order by Chair Centeio at 2:01 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 9/11/2023 Senate Executive Committee were circulated electronically.	1. The previous minutes as corrected were approved by unanimous consent.
<b>Chair's Report</b>	1. Reminder about adding your committee reports prior to the meeting to facilitate conversation 2. BOR Meeting - Thursday, September 21, 2023. D. Flynn will try to listen on the livestream	1. No action taken.
<b>Action Items</b>	1. Research Space Allocation Procedures, email to COR -Draft guidelines proposal dated September.17, 2023	1. B. Richardson moved, seconded by R. Raphael, to refer this to COR.  E. Centeio will let C. Walton know the proper procedure, submitting documents to SEC first.  Motion approved by unanimous consent.
<b>Guest(s)</b>	<p>1. <b>Provost Michael Bruno (3:00 pm - 3:45 pm)</b></p> <p>Provost Bruno shared that the Maui Invitational Tournament has been moved to UHM for the Monday, Tuesday, Wednesday before Thanksgiving. Capacity is likely more than the estimate based on Maui numbers. Working on off-campus parking, will not alter parking on campus (perhaps Convention Center).</p> <p>Provost Bruno also said that they are working actively with students affected by Maui fire. Some students are reluctant to come forward for help. Survey has been sent. A formal announcement will be forthcoming very soon.</p> <p>More faculty hiring will be taking place soon.</p>	1. No action taken.

	<p>Concerns regarding lower campus and Athletics were discussed by President Lassner and Vice-President Gouveia.</p> <p>The process involves guidance being sent to Deans (c. February) including strategic plan, Deans meet with departments and faculty to prioritize. There have been c. 124 approvals.</p> <p>When asked if he might provide a list of the personnel and their contact info by subject area in his offices (as he had done in his earlier position), Provost Bruno said this was a “nice idea.” He will look into putting the information on the website.</p> <p>When asked about the procedure for faculty member grievances against department chairs, Provost Bruno pointed to the normal grievance procedure under the Collective Bargaining Agreement (CBA).</p> <p>When asked about UH Manoa Workload Equivalency Framework and the working group, Provost Bruno directed us to ask Vice-Provost Laura Lyons. There is a desire to make a 24-credit workload better organized in terms of equivalencies.</p> <p>When asked about the future of the campus-wide position on Artificial Intelligence, Provost Bruno responded that updates have been received. He is open to guidance, if there is a desire for one. He may also ask to have a website created to offer updated information.</p>	
<b>Committee Reports</b>	<p>1. <b>CAB (CS)</b> – CAB met today Sept. 18 from 10 to 11:10 a.m. with 7 present, plus liaison. Discussed all four issues before committee: SCR 201 second referral, re-org of Institute for Sustainability and Resilience, GEC request to present revised GEC governance doc. to MFS, and re-org of Center on the Family. Subcommittees are working on all 4 issues. CAB is working on BOR testimony on both process and content on SCR 201 issue, and urges SEC to do so also and to communicate with other Senates as well.</p>	<p>1. No action taken.</p>

	<p>2. <b>CAPP (EB)</b> – Next meeting Thursday, September 28, likely 12:30-2pm</p> <p>3. <b>CFS (CS)</b> – Meeting was scheduled on September 15 but failed to meet quorum.</p> <p>4. <b>COA (DF)</b> – No report. Next meeting is scheduled for October 3.</p> <p>5. <b>COR (EB)</b> – Next meeting on September 20th, 9am-10am. Planned visit by Chad Walton to review the draft Research Space Allocation Guidelines.</p> <p>6. <b>CPM (GB)</b> – No report. Next meeting is October 5, 2023, 2:00 pm.</p> <p>7. <b>CSA (BR)</b> – No report. Next meeting is October 12, 2023.</p> <p>8. <b>GEC (GB)</b> – Meeting was held on September 13th, 2023 and elected officers: Chair- Nadine Ortega; Vice-chair - Brad Taylor; Secretary - Scott Rowland. Will meet twice per month. Next meeting not yet announced.</p> <p>9. <b>CEE (RR)</b> – No report. Next Meeting is September 26.</p> <p>10. <b>Campus Climate Committee (BR)</b> – No report.</p> <p>11. <b>Grad Council (CS)</b> – No report. Next Grad Council meeting will be September 26.</p>	<p>2. No action taken.</p> <p>3. No action taken.</p> <p>4. No action taken.</p> <p>5. No action taken.</p> <p>6. No action taken.</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>	<p>1. Draft 05/11/22 Senate minutes</p>	<p>1. E. Biagioni moved, seconded by D. Flynn, that the SEC has reviewed the minutes as revised and will put them on the agenda for the next Faculty Senate meeting. Motion approved by unanimous consent.</p>

<b>Business</b>	<p>1. Faculty member grievance notice.</p> <p>2. Feedback on UH Manoa Workload Equivalency Framework Has not been officially referred. Perhaps meet with L. Lyons. Townhalls are scheduled:</p> <p>Friday, September 29, 2023 at 3:30 p.m. Join Zoom Meeting Join Zoom Meeting, ID: 99875954981 Passcode: 594184</p> <p>Friday, October 20, 2023 at 2:00 p.m. Join Zoom Meeting, ID: 91925212888 Join Zoom Meeting Passcode: 035710</p> <p>3. SCR 201 Survey Feedback to VP Halbert</p> <p>4. Discussion to invite UHPA representative to attend the 9/20 Senate meeting</p>	<p>1. No action taken.</p> <p>2. Reach out to L. Lyons regarding availability to meet with SEC.</p> <p>C. Stephenson and other SEC members will send questions to E. Centeio to send to L. Lyons.</p> <p>3. No action taken.</p> <p>4. E. Centeio will extend an invitation to participate as a guest..</p>
<b>New Business</b>	<p>1. 2023-24 Senate Leadership Retreat discussion 2019-20 presentation</p> <p>2. Report to UHMFS</p> <p>3. Discussion on testimony to the BOR regarding SCR201. The SEC will not submit separate testimony at this time because it was referred to the committees.</p>	<p>1. Doodle poll will be sent out to SEC to see when we could meet, then invite Chairs and Vice-Chairs.</p> <p>2. Draft will be sent to SEC for comment on September 19, 2023.</p> <p>3. No action taken.</p>
	<p>The next regular meeting of the Senate Executive Committee will be convened on Monday, September 25, 2023 at 2:00 PM.</p>	

<b>Adjournment</b>	Having completed business and hearing no objections, Chair Centeio adjourned the meeting at 4:25 PM.	
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Respectfully submitted by Brian Richardson, SEC Secretary.

Approved unanimously on September 25, 2023.