

EXECUTIVE COMMITTEE Minutes

MEETING DATE August 30, 2021
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 at 1:40 PM
Paul McKimmy	Member	Present
Truc Nguyen	Member	Present
Penny-Bee Bovard	MFS Secretary	Present, break 4:05 - 4:11 pm
Tom Conway	Member	Excused
Jim Potemra	Member	Present
Kim Binsted	Member	Present
Shana Brown	Member	Present
Colin Moore	SEC Secretary	Excused
Michelle Tallquist	Member, acting SEC Secretary	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Wendy Pearson	Sr. Advisor to the Provost	3:20 - 3:40 pm

Michael Bruno	Provost	3:30 - 4:15 pm
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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair Sipes at 1:31 PM.
Review of Minutes	1. The draft minutes of the 08/23/2021 Senate Executive Committee were circulated electronically.	1. Hearing no objections and with no abstentions, Chair Sipes declared the minutes accepted by acclamation.
Chair's Report	1. <i>Farewell & aloha to exiting SEC members: Paul McKimmy, Truc Nguyen, Jim Potemra & Tom Conway</i> 2. Acting SEC secretary will be Michelle Tallquist 3. Update on 8/27 ACCFSC meeting There was a discussion regarding faculty participation/representation in BOR meetings. 4. SEC Chair & VC meeting with iAVCAA Lyons and Univ. Scheduler Maggie McGehee Focus of the conversation was switching between class modalities (face to face vs online) and approval process. 5. Chair & Vice chair (2-on-1) Fall zoom meetings with the Provost: Sept 10; Oct 8; Nov 12; & Dec 12 from 2pm to 3pm. 6. No SEC meeting on September 6, 2021 - State Holiday 7. New deadline to submit MFS committee business to the SEC for the 9/15 Senate agenda is Sept. 7 at 6 PM.	1. Exiting members were thanked for their service. 2. No action taken 3. No action taken. 4. Vice Chair Sorensen will send notes to SEC. 5. No action taken. 6. No action taken. 7. Deadline extended to Sept 7, 6PM.
Action Items	1. Transition to new SEC for MFS voting acknowledgement.	1. Truc to update voting files and meet with K. Binstead m and P.-B. Bovard.

Guest(s)	<p>Sr. Advisor to Provost Wendy Pearson (3:20pm)</p> <p>Discussion topic:</p> <ol style="list-style-type: none"> 1. WASC Reaffirmation review and Q&A <ol style="list-style-type: none"> a. Message on Aug 23 to announce@hawaii.edu and again Aug 30 b. Wendy Pearson presented slides that described WASC Reaffirmation. WASC is one of Manoa’s accrediting bodies. c. Remote review will occur Nov 9-12. d. Steering committee of up to 38 members began meeting in 2017 to plan the next accreditation cycle. e. Three themes were identified for this review cycle. These themes were identified to align with Manoa’s strategic plan. <p>Provost Michael Bruno (3:52 pm)</p> <p>Discussion topics:</p> <ol style="list-style-type: none"> 1. WASC Reaffirmation Q&A. 2. Covid-19 campus situation 3. Budget status 4. Process on closing of programs or merging of departments, expectations transmitted to deans - RP 3.202 and AP 3.101 and M 3.101 5. Publishing of Laulima Sites 6. Status of Searches for Vice Provosts 7. Status of construction at Campus Center 	<ol style="list-style-type: none"> 1. No action taken. 2. Chair Sipes to send email describing issues with Laulima site.
Committee Reports	<ol style="list-style-type: none"> 1. CAB (CSI) – No report. First meeting scheduled for Tuesday, August 31 at 11 am. 2. CAPP (KB) – No report. First meeting is scheduled for Sept. 3 at 9:00 am. 3. CFS (KB) – CFS Kickoff meeting was held on 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken.

	<p>Aug 27 at 11:30 am. Elected officers are Richard Medina (Chair), Roger Chen (Vice-Chair), and Ariana Eichelberger (Secretary). The next meeting is scheduled for Sept 17 at 1pm.</p> <p>4. COA (CM) – No report. First meeting is scheduled for Sept. 3 at 11:00 am.</p> <p>5. COR (MT) – Two attempts to schedule a meeting unsuccessful.</p> <p>6. CPM (MT) – No report. First meeting will be held on Tuesday, August 31 at 11:00 am.</p> <p>7. CSA (PB) – No report. First meeting will be held on Friday 9/03 from 1100am-1200pm via Zoom.</p> <p>8. GEC (SB) – First meeting was held today 8/30 at 12:00 noon. Mandy Westfall-Senda was elected as secretary.</p> <p>9. CEE (SB) – No report. First meeting will be held on Thursday, Sept 29 at 9:00 am.</p> <p>10. Campus Climate Committee (PB) - No report. Meetings will be held every month on the first Tuesday, until Dec 7, 2021, 4 occurrence(s) via Zoom: Sep 7, 2021 01:00-300pm Oct 5, 2021 01:00-300pm Nov 2, 2021 01:00-300pm Dec 7, 2021 01:00-300pm</p>	<p>4. No action taken.</p> <p>5. Third attempt underway.</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>
Unfinished Business	<p>1. Review draft 5/12 Senate minutes</p> <p>2. Review draft 5/12 Congress minutes</p>	<p>1. SEC reviewed the minutes.</p> <p>2. action taken.</p>

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Business	<ol style="list-style-type: none">1. Update on the General Education Summer Institute S. Brown attended the 4 week institute and provided a synopsis of next steps that will occur.. Two potential models of class designation were described. A final proposal will be presented to faculty for further discussion.2. CEO Lassner is requesting at least 7 faculty nominations and will appoint 3 faculty to the Search Advisory Committee for the Vice President for Academic Strategy (VPAS)3. Review draft 9/15 Senate agenda	<ol style="list-style-type: none">1. No action taken.2. Kim Binsted, James Potemra, and Christine Sorensen Irvine will be suggested for nomination in consultation with CAPP and CFS. Brent will send these emails.3. Agenda to be reviewed again on 9/8.
New Business		
Adjournment	The next regular meeting of the Senate Executive Committee will be convened on Monday, September 13, 2021 at 1:30 PM.	Having completed business and hearing no objections, Chair Sipes adjourned the meeting at 4:32 PM.

Respectfully submitted by Michelle Tallquist, acting SEC Secretary.

Approved unanimously on September 13, 2021.