

EXECUTIVE COMMITTEE Minutes

MEETING DATE January 6, 2025
MEETING TIME 1:30 PM - 2:41 PM
LOCATION Via Zoom

Members

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

Guests

Name	Role	Time
None		

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	The meeting was called to order.	The meeting was called to order by acting Chair Miyamoto at 1:31 PM.
Review of Minutes	1. The draft minutes of the 12/16/2024 Senate Executive Committee were circulated electronically.	1. Minutes were unanimously approved as corrected.
Chair's Report	<p>1. Acting SEC Secretary for today's meeting will be A. Sakaguchi</p> <p>2. Update on Dec 23rd Provost Council meeting. -Updates by Native Hawaiian Place of Learning (NHPoL) Advancement Office: Punihei Lipe</p> <p>-President Wendy Hensel started January 1st. Her intent is to visit all 10 campuses, including 1.5 days visiting UHM. The President plans to join the UHM Deans and Directors meeting on 2/16. "Meet the President" website to be set up by the UH System Office of Communications.</p> <p>3. MFS Committee actions were due at 12 noon today for the Jan 15th Senate meeting.</p> <p>4. Spring 2025 New Faculty Orientation for Friday, January 10, 2025 has been canceled due to low registration.</p> <p>5. iVPAE Lyons is confirmed to meet with the SEC on Monday, 1/13 from 2pm - 2:45 pm for a follow up discussion on the draft GenEd MOU.</p> <p>6. Thursday, January 23, 2025. SEC Meeting with President Wendy Hensel.</p>	<p>1. For information only.</p> <p>2. For information only.</p> <p>3. For information only.</p> <p>4. For information only.</p> <p>5. For information only.</p> <p>6. For information only.</p>

Action Items	<p>1. After the 12/18 Senate meeting, the SEC met via Zoom to review the Senate tally regarding the <i>Resolution to Approve the New Master of Fine Arts Degree in Creative Writing in the Department of English at the University of Hawai‘i Mānoa</i>. SEC ratified the 12/18 Senate vote with 43 votes (95.6%) in support and 2 votes (4.4%) opposed.</p> <p>2. Review draft 1/15 Senate agenda</p>	<p>1. For information only.</p> <p>2. Final versions of resolutions are due by noon of January 8. Final versions that are submitted late will be deferred to the next MFS meeting.</p>
Guest(s)	1. None	1. action taken.
MFS Committee Reports	<p>1. CAB (SR) – CAB meeting was held on Dec. 17</p> <p>2. CAPP (CS) – CAPP meeting on Dec 17 was cancelled. Meetings for Spring being determined.</p> <p>3. CFS (MB) – No report.</p> <p>4. COA (BR) – Meeting scheduled for January 9th, 2025 has been postponed, date to be determined.</p> <p>5. COR (CS) – Next meeting TBD January 2025.</p> <p>6. CPM (CM) – Next meeting TBD January 2025.</p> <p>7. CSA (CM) – Next meeting will be January 7, 2025.</p> <p>8. GEC (MB) – GEC meeting was held on Dec. 18th.</p> <p>9. CEE (AS) – Next CEE meeting will be held in January 2025. Date TBD.</p>	<p>1. Information only.</p> <p>2. Information only.</p> <p>3. Information only.</p> <p>4. Information only.</p> <p>5. Information only.</p> <p>6. Information only.</p> <p>7. Information only.</p> <p>8. Information only.</p> <p>9. Information only.</p>
Other Reports	<p>1. Campus Climate Committee (BR) – Next meeting, January 9, 2025.</p> <p>2. Grad Council (CS) – Next meeting January 28.</p>	<p>1. Information only.</p> <p>2. Information only.</p>

Unfinished Business	1. None	
Business	<p>1. Search Advisory Committee Invitation to fill the position of Director of the General Education Office - for appointment following the current Interim Directorship.</p> <p>2. Request received for distribution of Professor John Casken's memorial announcement on the MFS and Congress listservs.</p> <p>3. Plans for parliamentarian in 2025.</p> <p>Possible parliamentarian uses for the remaining balance: -Future paid activities must be pre-approved by the SEC Chair. -Hold remaining in balance, activities subject to approval by the SEC.</p>	<p>1. C. Stephenson has been unanimously approved to serve on the search advisory committee for the GEO director.</p> <p>2. E. Biagioni moved and seconded by C. Stephenson to decline the distribution request to the official MFS and Congress listservs. However, the SEC has no objection to the posting of the announcement on the unofficial Senate listserv.</p> <p>3. It was decided unanimously to request details of previously submitted invoices from the parliamentarian.</p>
New Business	1. None	
Adjournment	The next regular meeting of the Senate Executive Committee will be convened on Monday, January 13, 2025 in Hawaii Hall 208.	Acting Chair C. Miyamoto adjourned the meeting at 2:41 PM.

Respectfully submitted by Ann Sakaguchi, acting SEC Secretary.

Approved unanimously on January 13, 2025.