

## EXECUTIVE COMMITTEE Minutes

MEETING DATE      May 6, 2024  
 MEETING TIME      1:30 PM - 4:30 PM  
 LOCATION            Zoom

### Members

Name	Role	Attendance
Edo Biagioni	Member	Present, arrived at 2:38 pm
Gerry Busch	Member	Excused
Erin Centeio	Chair	Present, excused at 3:15 pm
David Flynn	Vice Chair	Present
Raphael Raphael	MFS Sec.	Present
Brian Richardson	SEC Sec.	Present
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

### Guests

Name	Role	Time
Michael Bruno	Provost	2:00 pm - 2:45 pm

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	The meeting was called to order.	The Zoom meeting was called to order by Chair Centeio at 1:31 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 4/29/2024 Senate Executive Committee were circulated electronically.	The previous minutes as corrected were approved by unanimous consent.
<b>Chair's Report</b>	1. Update Presidential Search Public Forum at Mānoa 2. ACCFSC meeting at Mānoa tomorrow 3. BOR Committee Meeting Update 4. New SEC members will be added to the confidential SEC listserv on June 1.	1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken.
<b>Action Items</b>	1. None	
<b>Guest(s)</b>	<b>Provost Michael Bruno (2:00 pm - 2:45 pm)</b> <b>SEC Discussion topics:</b> a) Textbook/bookstore committee b) NCHEMS timeline and possibility of following up with faculty at Mānoa again online c) Recent email from Lassner, Bruno and Lyons and SEC reply d) GenEd Regents policy resolution e) Shared Governance Student success and “culture of learning?”	1. No action taken.
<b>Committee Reports</b>	1. <b>CAB (CS)</b> – No report. Next CAB will be May 8. 2. <b>CAPP (EB)</b> – Meeting was held on May 2nd. Mostly wrapped up CAPP business, including reviewing a draft of the CAPP annual report. 3. <b>CFS (CS)</b> – No report. Next CFS will be May 14 if needed.	1. No action taken. 2. No action taken. 3. No action taken.

	<p>4. <b>COA (DF)</b> – No report. Next meeting is May 7.</p> <p>5. <b>COR (EB)</b> – Meeting was held on Thursday, May 2nd. Most of the meeting was taken up by V. Syrmos updating the committee on the status of the Office of Research Services. The coordinator queue has gone from 120 days to less than 30 days, which he described as "current". The Contracts and Grants (CnG) section still has a backlog, which has been reduced from 150-180 days or more, down to 90-120 days. Sometime in the next 3-4 months (by August or September?) the backlog in CnG should be "manageable". Mānoa had 50% more awards this year than last year, which is great but makes the backlog harder to resolve. There was also discussion about the annual report.</p> <p>6. <b>CPM (GB)</b> – Meeting was held on May 2nd.</p> <p>7. <b>CSA (BR)</b> – No report. Meeting scheduled for May 2nd was canceled. Working on their annual report. No meetings scheduled.</p> <p>8. <b>GEC (GB)</b> – No report.</p> <p>9. <b>CEE (RR)</b> – No report. CEE has adjourned for the semester.</p> <p>10. <b>Campus Climate Committee (BR)</b> – No report. Next meeting will be May 7th.</p> <p>11. <b>Grad Council (CS)</b> – No report. Next Grad Council will be May 7.</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. Review draft 3/13 SEN minutes</p>	<p>1. Minutes were reviewed. Motion by B. Richardson, seconded by R. Raphael, to put the minutes on the September 2024 agenda.</p>

# MĀNOA FACULTY SENATE

<b>Business</b>	<p>1. Approve the 2024-25 Senate/Congress meetings: Sept 18, Oct 16, Nov 20, Dec 18, Jan 15, Feb 19, Mar 12 Apr 16 and May 14.</p> <p>2. Review the tentative summer SEC meeting schedule</p> <p>3. Topics for the 5/8 Senate Chair's Report</p> <p>4. SEC roles during the 5/8 Senate meeting</p>	<p>1. Motion by B. Richardson, seconded by E. Biagioni, to approve the Senate/Congress calendar. Approved 4 in favor, 1 opposed.</p> <p>2. Postponed until the May 13th SEC meeting.</p> <p>3. No action taken.</p> <p>4. J. Kinder and E. Biagioni will handle quorum (join at 2:50pm). B. Richardson will handle voting.</p>
<b>New Business</b>	1. None	
	The next regular meeting of the Senate Executive Committee will be convened on Monday, May 13, 2024 at 1:30 pm.	
<b>Adjournment</b>	Having completed business and hearing no objections, acting Chair D. Flynn adjourned the meeting.	The chair adjourned the meeting at 3:39 pm.

Respectfully submitted by Brian Richardson, SEC Secretary.

Approved unanimously on May 13, 2024.