

**EXECUTIVE COMMITTEE**

**MEETING MINUTES**

**MEETING DATE:**       **May 29, 2018**                   **11:00 AM - 1:00 PM**  
**LOCATION:**             Hawaii Hall 208  
**ATTENDANCE:**       [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Christine Sorensen Irvine	P	David Duffy, Vice-Chair	E			None	
Douglas Vincent, SEC Secretary	P	John Casken via Polycom	P				
George Wilkens	P	Stacey Roberts, MFS Secretary	P				
Brian Powell	P			John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
<b>CALL TO ORDER</b>		Meeting was called to order by Chair Sorensen Irvine at 11:00 AM.
<b>REVIEW OF MINUTES</b>	1. The minutes of the May 21, 2018 Senate Executive Committee had been circulated electronically.	1. Motion by G. Wilkens to approve the May 21, 2018 minutes; seconded by D. Vincent. 5 votes in support of approval and 1 vote of abstention.
<b>CHAIR'S REPORT</b>	<p>1. Meeting with GEO director. C. Irvine and J. Kinder met with Christine Beaule. Explained the process of finding and appointing GEC and board members to Beaule. Will accept volunteers in the MFS office but they have to be approved by CFS. MFS will send out the appointment letters. J. Kinder explained to the GEO the existing work that needs to be done. Discussed GEC positions already approved by CFS.</p> <p>2. Summer meetings for Design Team \ Campus Climate \ Facilities groups. C. Irvine explained the new revisions to the Design Team. New org charts are now going to be developed.</p>	<p>1. No action.</p> <p>2. No action.</p>

ACTION ITEM		
	<ol style="list-style-type: none"> <li>1. G. Wilkins provided information on the process of the SEC election. The election was conducted using the Meeks methods instead of the previous instant runoff procedures, STV method. An error in the electronic voting system formula was discovered in the 2017 elections and CFS worked with the vendor to correct the error prior to the 2018 elections. CFS recommends the approval of the 2018 SEC Election.</li> <li>2. CFS recommends the assignment of Shanna Brown to a 3-year term on the General Education Committee (GEC).</li> <li>3. CFS recommends the assignment of Sarah Post to a 3-year term on the Foundations Board.</li> <li>4. CFS recommends the assignment of Aurelio Agcaoili and Joel Moffett to 3-year terms on the Ethical Issues Board (E-Board); and the assignment of Jinquang "Andrew" Zhang to a 1-year term on the E-Board.</li> <li>5. CFS recommends the assignment of Andrew Nguyen to a 3-year term on the Writing Intensive Focus Board.</li> <li>6. CFS recommends the assignment of Michael Nassir and Rosemarie Woodruff for 1-year terms as Members of the Academic Grievance Committee (AGC); and the assignment of Jane Onoye for a 1-year term as an Alternate Member of the AGC.</li> <li>7. CFS recommends the assignment of Pallav Pokhrel for a 2-year term as a Member of the Student Conduct Appellate Board (SCAB).</li> </ol>	<ol style="list-style-type: none"> <li>1. Motion by B. Powell to approve (Action item 1) the 2018 SEC election per the CFS recommendation; seconded by S. Roberts. Approved unanimously.</li> <li>2. Motion by B. Powell to appoint all GEC and GEC boards committee assignments (Action Items 2-5) per the CFS recommendations; seconded by S. Roberts. Approved unanimously.</li> <li>3. Motion by S. Roberts to approve appointments (Action Items 6-7) per the CFS recommendations to the AGC and SCAB boards; seconded by B. Powell. Approved unanimously.</li> </ol>

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	8. CFS recommends the senator appointments of Carolyn Dennison and Nackil Sung to fill the two vacant MFS - LIBSVCS seats for 2-year terms (2018-20).	4. Motion by B. Powell to appoint C. Dennison and N. Sung for 2-year terms to represent LIBSVCS (Action Item 8) per the CFS recommendation; seconded by S. Roberts. Approved unanimously.
<b>GUESTS</b>	1. None	
<b>COMMITTEE REPORTS</b>	<ol style="list-style-type: none"> <li>1. CAB (DV) – No report. No meetings are scheduled.</li> <li>2. CAPP (BP) – No report.</li> <li>3. CFS (GW) – Meeting was held on May 24th to certify the 2018 SEC election and recommend various committee assignments.</li> <li>4. COA (BP) – No report.</li> <li>5. COR (DD) – No report.</li> <li>6. CPM (JC) – No report.</li> <li>7. CSA (JC) – No report.</li> <li>8. GEC (SR) - No report.</li> <li>9. CEE (CSI) – No report.</li> <li>10. UHPA (GW) – No report.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> <li>3. No action taken.</li> <li>4. No action taken.</li> <li>5. No action taken.</li> <li>6. No action taken.</li> <li>7. No action taken.</li> <li>8. No action taken</li> <li>9. No action taken.</li> <li>10. No action taken.</li> </ol>
<b>UNFINISHED BUSINESS</b>	1. None	
<b>BUSINESS</b>	<ol style="list-style-type: none"> <li>1. GEC\GEO\MFS Memorandum of Understanding revision. SEC needs to review and bring before the MFS.</li> <li>2. GEC Internal Report</li> <li>3. Office of Civil Rights agreement</li> <li>4. Summer meeting schedule and member absences</li> <li>5. BOR testimony June 7</li> </ol>	<ol style="list-style-type: none"> <li>1. SEC to table it and it will be considered by the GEC as part of the entire General Education review.</li> <li>2. SEC to review and no action taken</li> <li>3. SEC to review</li> <li>4. John will send out the summer schedule</li> <li>5. Defer item to June 4, 2018</li> </ol>

## MĀNOA FACULTY SENATE

<b>ADJOURNMENT</b>	The next meeting of the Senate Executive Committee will be on June 4, 2018.	Motion to adjourn by G. Wilkens ; seconded by B. Powell. Passed unanimously. Meeting adjourned at 12:15 PM.
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Respectfully submitted by Douglas Vincent, Secretary

Approved unanimously on June 4, 2018.