

EXECUTIVE COMMITTEE Minutes

MEETING DATE October 16, 2023
MEETING TIME 2:00 PM - 4:30 PM
LOCATION Zoom

Members

| Name | Role | Attendance |
|--------------------|------------|--------------------------|
| Edo Biagioni | Member | Present, arrived 2:47 pm |
| Gerry Busch | Member | Present, arrived 2:02 pm |
| Erin Centeio | Chair | Present |
| David Flynn | Vice Chair | Present |
| Raphael Raphael | MFS Sec. | Present, arrived 2:15 pm |
| Brian Richardson | SEC Sec. | Present |
| Carolyn Stephenson | Member | Present |
| John Kinder | Staff | Present |

Guests

| Name | Role | Time |
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| Paul McKimmy | AVPAE | 2:30 pm - 3:00 pm |

MĀNOA FACULTY SENATE

| Subject | Discussion/Information | Action / Strategy / Responsible Person | |
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| Call to Order | Meeting was called to order. | The video conference meeting was called to order by Chair Centeio at 2:01 PM. | |
| Review of Minutes | 1. The draft minutes of the 10/9/2023 Senate Executive Committee were circulated electronically. | 1. The previous minutes were accepted as corrected by unanimous consent. | |
| Chair's Report | <p>1. BOR meeting, Thursday, Oct 19</p> <p>2. MFS Special Elections - Candidacy Report (JK) Candidacy period closed Oct 13, 2023 at 5:00 pm. ARCH - no candidate submissions (1 vacant seat) CALL - 2 eligible candidates (1 vacant seat) OUTREACH - 1 eligible candidate (0 vacant seats) SOEST - 1 eligible candidate (2 vacant seats) Special election runs from Tuesday, October 17th-Monday, October 23rd.</p> <p>3. Congress attachment revised due to typo.</p> <p>4. SCR 201- UHPA Informational Briefing (UH-Manoa) When: Tuesday, October 17, 2023 Where: Campus Center, Rooms 307 & 308 Time: 11:00 a.m. - 1:00 p.m.</p> <p>5. Review of Chair's Report</p> <p>6. 2023-24 SEC Relief Fund memorandums</p> | <p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. No action taken.</p> <p>4. D. Flynn will attend.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> | |
| Action Items | <p>1. CFS recommends the following:</p> <p>1) Ethan Caldwell for a 1-year appointment to the Academic Grievance Committee (AGC) for AY 2023-2024. AGC Recruitment letter dated September 22, 2023 AGC & SCAB Previous Reps - spreadsheet</p> <p>2. Provost request to appoint an SEC Representative to the Manoa Textbook Strategy Committee</p> | <p>1. Motion by C. Stephenson to appoint E. Caldwell for a 1-year term on the AGC; seconded by D. Flynn. Approved by 7 in favor, 0 opposed, 0 abstentions.</p> <p>2. E. Centeio will contact Provost Bruno requesting more information and expressing concerns about the</p> | |

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| | Draft Memo dated October 13, 2023: Service to the University of Hawai‘i at Mānoa Textbook Strategy Committee | lack of teaching faculty on the committee. | |
| Guest(s) | <p>I. AVPAE Paul McKimmy (2:30 pm - 3:00 pm)</p> <p>Discussion topic: Proposed Workload Equivalency Framework</p> <ul style="list-style-type: none"> How do you plan on presenting this framework to the Deans and encouraging them to be equitable as they create policies within their own colleges and units? (EC) <p>When asked about the first Workload Equivalency Framework townhall, AVPAE McKimmy said that he had assumed that people would have read the document and so did not prepare a detailed slideshow. It was explained that this is not a new policy, in and of itself, but rather a framework for use in developing and revising the workload policies that are managed at the unit level. There were about 18 comments since the town hall. The framework is not to prescribe a teaching load across the University, with reference to modifying factors varying by discipline, etc. Assignment is distinct from productivity.</p> <p>Link to P. McKimmy’s slide show: to be provided. Link to Draft of Workload Framework: https://docs.google.com/document/d/1VCoewOi2EsNw-rC1FissdGKnXUHxyBEp7Ez-oYs7sxo/edit</p> <p>WEF Townhall Discussion: https://docs.google.com/presentation/d/1gIHp_3zj_2JY9_VOsp2st5qQd0_koOk_w5MmqY9lTY/edit?usp=share_link</p> | 1. No action taken. | |
| Committee Reports | 1. CAB (CS) – No report. October 16 meeting did not take place. Next meeting TBD. | 1. No action taken. | |

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| | <p>2. CAPP (EB) – No report. Next meeting will be on October 26th.</p> <p>3. CFS (CS) – Meeting 10/10 called to order when quorum established at 12:22. CFS recommended Ethan Caldwell for a 1-year term on the Academic Grievance Committee. Chair will ask Senate staff whether he has contacted all on the list to see if they are willing to renew.</p> <p>4. COA (DF) – No report. Next meeting is scheduled for November 7.</p> <p>5. COR (EB) – No report. Next meeting will be November 1st.</p> <p>6. CPM (GB) – No report. Next meeting is November 2nd, 10:30 a.m.</p> <p>7. CSA (BR) – Meeting was held on October 12, 2023. Discussed issues to address for the upcoming year, including mental health, student housing experience, and UH as a Native Hawaiian place of learning. Next meeting is November 2nd.</p> <p>8. GEC (GB) – Meeting was held on October 11, 2023. Discussed their interest in discussing Gen Ed redesign with CAPP.</p> <p>9. CEE (RR) – No report. The next CEE meeting will be October 31, 2023 2:30 pm.</p> <p>10. Campus Climate Committee (BR) – No report. Next meeting November 7th.</p> <p>11. Grad Council (CS) – Next meeting is scheduled for October 24.</p> | <p>2. No action taken.</p> <p>3. E. Centeio will email S. French in regards to faculty representation on the Graduate Tuition Waiver Committee.</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> | |
| Unfinished Business | | | |

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| Business | 1. Draft March 22, 2023 Congress minutes incomplete (to be approved at the Spring Congress meeting) | 1. R. Raphael has agreed to go back and prepare the March 22nd, 2023 Congress minutes using the Zoom recording. | |
| New Business | 1. SEC roles for the 10/18 Senate meeting | 1. R. Raphael will take minutes. 2. E. Biagioni and J. Kinder will confirm quorum (36 members). 3. D. Flynn will have co-host privileges 4. B. Richardson will handle voting. 5. SEC will confirm votes after the meeting. | |
| | The next regular meeting of the Senate Executive Committee will be convened on Monday, October 23, 2023 at 2:00 PM. | | |
| Adjournment | Having completed business and hearing no objections, Chair Centeio adjourned the meeting at 4:26 PM. | D. Flynn moved, seconded by R. Raphael, to adjourn. Motion approved by unanimous consent. | |

Respectfully submitted by Brian Richardson, SEC Secretary.

Approved unanimously on October 30, 2023.