

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE March 23, 2020
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Virtual meeting via Zoom

Attendance

Members

Name	Role	Attendance
Tom Conway	Chair	Present
Paul McKimmy	Vice Chair	Present
Jim Potemra	SEC Secretary	Present
Ann Sakaguchi	MFS Secretary	Present
Carolyn Stephenson	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Michael Bruno	Provost	2:00 pm - 2:40 pm
David Lassner	President & CEO	3:30 pm - 3:50 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 T. Conway at 1:33 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 3/9/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. A. Sakaguchi made a motion to approve the 3/9/20 meeting minutes; seconded by P McKimmy. The minutes were approved with 6 votes in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Input on Discussion about Faculty Classification on 3/24 from 4pm - 5pm and about Campus Town hall Meetings. Attendees: Tom Conway and Paul McKimmy. 2. Next ACCFSC meeting on 3/27 from 9am - 11 am. 3. SEC Conference with GEC, GEO, and the OVCAA on Monday, March 30th 1:30 pm - 3:00 pm in Hawaii Hall 208. Meeting will be moved to Zoom. 4. SEC Candidacy Period (March 23 thru April 3) opened today, Mar 23, at 8:00 am. 5. Discussed and approved over email on March 19 to certify election results for senators. Tally transmitted to MFS Secretary on March 16. <ol style="list-style-type: none"> a. Letters signed by Chair. John on behalf of UHMFS will compile and send out. 6. "Request for MFS and CAB to take up the Administration's document "College of Arts, Languages, and Letters addendum" dated Feb. 21, 2020 and the Manoa Campus Framework" email. 7. Faculty classification review: recommend a process? Provost has scheduled a meeting (Michael Bruno Wendy Pearson, Don Straney, Beverly McCreary, Tom Conway, Paul McKimmy) 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. J. Kinder to setup conference call; J Potemra to send final draft issues doc to the SEC to be forwarded to the meeting attendees Wednesday (3/25). 4. No action was taken. 5. Vote completed over email; it was approved with 5 votes in favor; 0 abstentions. 6. No action was taken. 7. No action was taken.

Action Items	1. None	
Guest(s)	<p>1. Provost Michael Bruno (2:00 pm - 2:40 pm)</p> <ul style="list-style-type: none"> a. Requested composition of UHPA workgroup. Response is not sure. To ask President or UHPA. b. Are there still considerations of in-person exams for students if group is under 10 people. c. Internet issues at home <ul style="list-style-type: none"> i. What if no internet? Response will work with faculty and students. ii. Will Sinclair and Hamilton remain open? Response was yes. iii. Is access closed to campus for faculty? Response was no. d. Expressed concerns about strategic hiring. e. Is Title IX training used to decline travel? No, but note that UH's ability to obtain grant funding is tied to Title IX training and completion. f. Concerns about safety on campus. Response will attending to increasing safety. g. Questions about seemingly sudden Social Sciences E/M position. Response was that the position existed, but shifted to respond to a need. h. Concerns expressed about LLL/SPAS. i. Provost asked if UHM might consider a pass/fail model like that of MIT. <p>2. President & CEO David Lassner (3:30 pm - 3:50 pm)</p> <ul style="list-style-type: none"> a. Discussion included questions about RTRF allocation related to RP 12.210, question about the "proposal" to the BOR personnel committee regarding faculty classification, confusing messages coming from Deans that are not in line with President's message, and postponing discussions of reorg to Fall, consideration of a letter for employees on campus 	<p>1. No action was taken.</p> <p>2. No action was taken.</p>

Committee Reports	<ol style="list-style-type: none"> 1. CAB (AS) – No report. The next meeting is scheduled for 3/25. 2. CAPP (CS) – Last meeting was 3/11. EP 305.209 was discussed as requested; many problems were identified. Discussed prior learning assessment fairness and fit with the system. Discussed course repeat policy. Met McKenna Coffman on SUST certificate. Hae Okimoto and Laura Lyons will meet with CAPP April 8 to discuss CES. Next meeting March 25. 3. CFS (TN) – Next meeting is April 7 at 11am. SEC Nominations are open. <ol style="list-style-type: none"> a. Election Timeline <ol style="list-style-type: none"> i. SEC Candidacy Mar 23 - Apr 3 ii. SEC Election Apr 6 - Apr 13 iii. Note the minutes from 2/10 and 3/2 Truc had erroneously typed in April 10 as end of SEC Election. Friday, April 10 is a holiday, so CFS had recommended extending it to Monday, April 13. <ol style="list-style-type: none"> 1. Motion to amend minutes of Feb 10 and March 2 previously adopted to reflect that SEC Elections are from April 6 to April 13. 4. COA (JG) – Next meeting by Zoom April 3rd 2-3 pm. 5. COR (JP) – COR met on March 11. ORS Director Gouveia presented an update from ORS regarding their new organization. The committee also discussed potential changes to faculty classification, the BOR proposed policy regarding RTRF and possibly creating a new survey on research. 6. CPM (TN) – Met on March 10 at 1:30 pm both online and in person. CPM was very interested in knowing if more formal mentoring is considered a need by faculty on campus; do not know how widespread that concern is and if calling for more resources to OFDAS is helpful. Looked again at the Conflict of Interest issue from the previous year; have closed the issue given no additional information has come forward. CPM Chair Derrick Higginbotham was going to reach out to GEC 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. Motion made by T. Nguyen, seconded by P. McKimmy. Approved unanimously. 4. No action was taken. 5. No action was taken. 6. No action was taken.
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	<p>Chair Garret Apuzen-Ito to request meeting regarding academic freedom as it relates to the focus course designations; Chair Higginbotham and CPM Member Kathryn Hoffman will be attending GEC meeting on March 27 to present concerns. SEC Liaison to CPM will also be attending to listen. Next meeting April 21.</p> <p>7. CSA (JG) – Currently rescheduling the March 25th meeting via email to allow guest speaker Alex Khaddouma from the UH Manoa Counseling and Student Development Center to attend.</p> <p>8. GEC (CS) – No report. Next meeting March 13.</p> <p>9. CEE (PM) – No meeting.</p> <p>10. UHPA (AS) – No report.</p> <p>11. WASC (CS) – Met February 28 to propose subcommittees and timeline. First draft due March 27, second April 24, Final in May.</p> <p>12. Educational Excellence Design Team (CS) – Met 3/2 from 10:30 to 11 to review draft “Mānoa Direct Reports.” Area now to be called Academic Excellence. Town Hall scheduled for March 30 from 3 to 4:30 pm.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) – Meeting Wednesday March 11, 12-1 pm.</p> <p>14. Enrollment Management Committee (TC/BP) – No meeting.</p> <p>15. Student Success Committee (PM) – No meeting.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No mention of plans for any other meetings.</p>	<p>7. No action was taken.</p> <p>8. No action was taken.</p> <p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</p> <p>12. No action was taken.</p> <p>13. No action was taken.</p> <p>14. No action was taken.</p> <p>15. No action was taken.</p> <p>16. No action was taken.</p>
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Unfinished Business	<ol style="list-style-type: none"> Dual EM Positions <ol style="list-style-type: none"> (https://www.uhpa.org/salary-research/executive-management-salaries/) 220 E/M positions. 88 are at Manoa (54 are System level), and 30 are listed as interim (6 at the System level) Draft EP 7.XXX Reorganization Approval without MFS Consultation Common book program, email from AVPAA Deb Halbert; now Laura Lyons and Clem Guthro, UHM Librarian. 	<ol style="list-style-type: none"> Deferred. Deferred. Deferred. Deferred.
Business	<ol style="list-style-type: none"> None. 	
New Business	<ol style="list-style-type: none"> Ability for faculty members to provide a pass/fail grade for this semester only? <ol style="list-style-type: none"> Some students want the grade. Students need to options consideration of final exam Request to change wording “no significant business” when cancelling meetings (TN). <ol style="list-style-type: none"> ready to present before the Senate. Concerns from a MFS Senator Kathryn Hoffman 	<ol style="list-style-type: none"> Sent to CAPP for consideration and input. J. Kinder will replace this with “no business ready to present before the Senate” in future meeting cancellation notices. No action was taken.
Adjournment	The next meeting of the Senate Executive Committee will be on April 6, 2020.	P. McKimmy made a motion to adjourn; seconded by J Potemra. Meeting adjourned at 4:32 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on April 6, 2020.