

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE September 16, 2019

MEETING TIME 2:00 PM - 5:00 PM

LOCATION Hawaii Hall 208

Attendance

Members

| Name | Role | Attendance |
|--------------------|---------------|----------------------------------|
| Tom Conway | Chair | Present |
| Paul McKimmy | Vice-Chair | Present |
| Jim Potemra | SEC Secretary | Excused |
| Ann Sakaguchi | MFS Secretary | Present, acting SEC Secretary |
| Carolyn Stephensen | Member | Present |
| Jennifer Griswold | Member | Present |
| Truc Nguyen | Member | Present |
| John Kinder | Staff | Present |

Guests

| Name | Role | Time |
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| David Lassner | President/Manoa CEO | 2:30 pm - 3:30 pm |
| Faye Furutomo | Education, DCDC | 3:30 pm - 3:45 pm |
| Jon Goldberg-Hiller | Faculty, Political Science Department | 4:00 pm - 4:15 pm |

MĀNOA FACULTY SENATE

| Subject | Discussion/Information | Action / Strategy / Responsible Person |
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| Call to Order | | The meeting was called to order by Chair Conway at 2:07 PM. |
| Review of Minutes | 1. The minutes of the 9/9/19 Senate Executive Committee were circulated electronically. | 1. Action deferred. |
| Chair's Report | 1. Campus Fee Advisory Committee Hearing - Sept 26th at 10AM QLC Rm 208 -Proposal on Student Health Fee Increase -Proposal on Reduction of MATH 499 fee from \$50 to 0. | 1. Tom to request information on how many students were affected by MATH 499 fee, whether reimbursements were made, why an error occurred. |
| Action Items | 1. None | |
| Guest(s) | <p>1. President/CEO David Lassner (2:30 pm - 3:30 pm) Discussion points:</p> <ul style="list-style-type: none"> Whistleblower hotline, "Are submissions to EthicsPoint actually confidential?" What office administers this software and who gets the reports? How is it audited? Auditor reports to the BOR in a very summarized format. Auditor gets the filing —every unit has an intake at the campus. Auditor does not do the investigation. Anonymous submission is possible. UH Auditor is Glenn Shizumura. The Whistleblower Hotline is a BOR initiative. UHM CEO suggested that we invite Jan Gouveia who oversees the Whistleblower Hotline. Whistleblower reports are available online. Policies implemented at System level impacting UHM. UHM CEO to check into the 5-week academic calendar and whether the UHM 5-week courses are only for cohorts or not? Strategic Plan -The SEC inquired about the status of the Strategic Plan. He said we need to ask Provost Bruno about that. | 1. J. Kinder to invite Jan Gouveia VP Admin. to upcoming SEC meeting. |

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| | <ul style="list-style-type: none"> • Chief Business Officer —need for more in-depth discussion. UHM CEO Lassner said that the position of the SEC and Lassner/Bruno/Cutshaw did not intersect. The SEC reminded him that the position of the CBO reporting to the Provost was not a SEC position but a MFS position as noted in the Resolution. • Senator Kim - made a number of requests to the administration during the summer. Lassner explained the story from the UH's perspective. • TMT — UHM CEO said further discussions are necessary. <p>2. Faye Furutomo (3:30 pm - 3:45 pm) Feedback provided on current Faculty Senate website and estimated costs for MFS website improvements are between \$8K-10K. A written estimate will be provided by Faye.</p> <p>3. Jon Goldberg-Hiller (4:00 pm - 4:15 pm) Substantive and procedural issues on Public Policy proposal were presented to the SEC.</p> | <p>2. No action was taken.</p> <p>3. BA in Public Policy proposal referred to CAPP.</p> |
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| Committee Reports | <ol style="list-style-type: none"> 1. CAB (AS) – The CAB met on 9/13/19. Guest Provost Bruno was invited to attend and he provided info on the status of the AH/LLL/SPAS merger. He said the impacted faculty are still discussing the details of the merger and the next step would be to draft functional statements. Although the current policy did not require this, he recognized a need for student consultations after attending the Student Forum on 8/28/19. The Provost plans to involve students for the AH/LLL/SPAS merger. 2. CAPP (CS) – Next meeting on 9/25/19. 3. CFS (TN) – Next meeting Sept 25 11:15-12:45 4. COA (JG) – Next meeting Oct 3 12:00-1:00pm. 5. COR (JP) – No report. Next meeting on Oct 1st. 6. CPM (TN) – First meeting for 2019–20 is scheduled for Sep 20, 2019 from 1:00 -2:30 pm in Hawaii Hall Room 209. 7. CSA (JG) – Next meeting Oct 4 2:15-3:15. 8. GEC (CS) - GEC met for first meeting and kickoff presentation September 11. Garrett Apuzen-Ito was elected Chair, Halina Zaleski Vice Chair, Jonathan Pettit Secretary. GenEd office presented ongoing issues. GEC agreed to set up working groups on governance, assessment and curriculum. 9. CEE (PM) – Committee has not met. Polling for a date. 10. UHPA (AS) – No report. 11. WASC (CS) – No report. 12. Educational Excellence Committee (CS) - met 9/16 to work on functional statement. 13. Equity, Climate and Conflict Resolution Committee (JG) - No Report. 14. Enrollment Management Committee (TC/BP). No report. | <ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. No action was taken. 4. No action was taken. 5. No action was taken. 6. No action was taken. 7. No action was taken. 8. No action was taken. 9. No action was taken. 10. No action was taken. 11. No action was taken. 12. No action was taken. 13. No action was taken. 14. No action was taken. |
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| | <p>15. Student Success Committee (PM) - Meeting with various student services offices.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) - No meeting since July 26.</p> | <p>15. No action was taken.</p> <p>16. No action was taken.</p> |
| Unfinished Business | <p>1. Set date for New Senator Orientation</p> <p>2. Set date for New Chairs Orientation</p> | <p>1. The New Senator Orientation will be held on Sept. 18th in ARCH 205 from 3:00 pm to 4:30 pm.</p> <p>2. Action deferred.</p> |
| Business | <p>1. 5-week academic calendar and movement toward institutionalizing accelerated online courses. Hae is scheduled with CAPP on October 7.</p> <p>2. Upcoming Policy Consultation</p> <p>a) EP 5.209 which deals with academic advising and transfer</p> <p>b) EP 5.201 which deals with academic program actions</p> <p>3. Review <i>EP 1.207 Service Animals and Emotional Support Animals Policy</i></p> <p>4. <i>Proposal for a Graduate Certificate in Sustainability and Resilience Education in the College of Education</i></p> <p>5. Request to use Congress Listserv.</p> <p>6. 2019-20 SEC Relief Fund amounts (J. Kinder)</p> <p>7. Review draft May 8th Senate Minutes</p> <p>8. Review draft Aug 21st Senate Minutes</p> | <p>1. SEC and CAPP to monitor.</p> <p>2. J. Kinder to invite Debbie Halbert and request draft of policies</p> <p>3. SEC reviewed, no current objections</p> <p>4. Seeking clarification on final proposal</p> <p>5. Declined</p> <p>6. No action was taken.</p> <p>7. Deferred.</p> <p>8. Deferred.</p> |
| Adjournment | The next meeting of the Senate Executive Committee will be on September 23, 2019. | P. McKimmy made a motion to adjourn; seconded by C. Stephenson. Meeting adjourned at 4:49 PM. |

Respectfully submitted by Ann Sakaguchi, Acting SEC Secretary

Approved unanimously on September 23, 2019.