

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE March 9, 2020
 MEETING TIME 1:30 PM - 4:30 PM
 LOCATION Hawaii Hall 208

Attendance

Members

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

Guests

Name	Role	Time
Michael Bruno	Provost	2:00 PM - 3:00 PM

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by acting Chair P. McKimmy at 1:40 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 3/2/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. A. Sakaguchi made a motion to approve the 3/2/20 meeting minutes; seconded by C. Stephenson. The minutes were approved with 4 votes in favor; 1 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Faculty classification input - possibly town hall discussions, prior to any policy revisions 2. No SEC meeting on March 16th 3. Discuss 3/25 MFS Agenda & 3/25 Congress Agenda - committee action deadline to SEC is 3/16. 4. Questions for Provost Bruno 5. (Vice Chair) MFS Site mockups 6. (Vice Chair) COVID-19 Preparations 	<ol style="list-style-type: none"> 1. No action. 2. No action. 3. P. McKimmy made a motion to cancel the March UHMFS meeting and postpone the March Congress meeting; J. Potemra seconded, passed 6-0. John will follow-up. 4. No action. 5. No action. 6. No action.
Action Items	<ol style="list-style-type: none"> 1. CFS recommendation - Committee on Educational Effectiveness (CEE) <ol style="list-style-type: none"> a. Justin Walguarery (NATSCI) requests status change from alternate member to active member for 3-year term (2019-22). b. Jean Thoulag (LIBSVCS) request status change from alternate member to active member for 3-year term (2019-22). c. Brian Richardson (LIBSVC) as alternate member, 1-year (2019-2020). 2. CFS recommendation - O Board <ol style="list-style-type: none"> a. Jamie Simpson Steele (ED) request status change from alternate member to active member with 3-year term (2019-22). 	<ol style="list-style-type: none"> 1. J. Potemra motioned to accept all; J. Griswold second, passed 6-0. 2. This was included in the above motion.

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	<p>3. CFS recommendation to approve all 2020 MFS Elections:</p> <p>Review audited elections:</p> <p>ED CTAHR SONDH LIBSVCS</p>	<p>3. Defer until John can provide numbers; Truc will follow up with John and past CFS Liaison David Ross.</p>
Guest(s)	<p>1. Provost Michael Bruno (2:00 PM) Discussion topics: COVID-19</p>	<p>1. No action.</p>

Committee Reports	<ol style="list-style-type: none"> 1. CAB (AS) – AS received on 3/6 an email from Chair Noel Kent that the ASFSEC has approved the reorg of the Center for Oral History. AS will forward to CAB at this time. The next CAB meeting is scheduled for 3/11. 2. CAPP (CS) – No report.. Next meeting March 11. 3. CFS (TN) – Met March 3 at 11am. Reviewed faculty volunteers for CEE and O-Board. Forwarded recommendations to SEC. Joining the meeting was Holm Schmidt via videoconference. He reviewed the election system and method of tabulation. After review and consideration, CFS did not feel that the election tabulation method needs to change. Total faculty count for 2020-2021 congress is 2,005. Have 72 Senators for next year with 5 open seats still to fill. Will be sending out calls for Gen Ed Focus Board service (2 GEC, 2 Foundations, 2 E, 2 O, 2 HAP, 2 WI). Will be prepping for the SEC elections to fill 3 seats. Will be looking at the bylaws language for service; the general feeling is that we do not want to turn away those who are willing to serve. <ol style="list-style-type: none"> a. Elections for constituencies with same of number of seats and candidates reviewed <ol style="list-style-type: none"> i. AH, JABSOM, LAW, LLL, NATSCI, ORU, OSA, SOCSCI, SOCWK, SPAS SOEST ii. All were reviewed and certified by CFS. b. Elections for four constituencies for more candidates than seats were reviewed. <ol style="list-style-type: none"> i. ED, CTAHR, LIBSVS, NDH ii. All four were reviewed and certified by CFS. c. Still need to fill 5 senator seats in ENGR (1), SHK (1), and SOEST (3) 4. COA (JG) – March 6th meeting was cancelled due to Chair illness and many committee members were out of town. Chair Bovard working via email to write a letter requesting financial support from the Provost for Kelley Withy for her trip to the COIA meeting. Next Meeting April 3rd 2-3 pm. 	<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.
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	<p>5. COR (JP) – The next meeting is scheduled for March 11, but the committee is considering an additional meeting to accommodate the VCR’s request to meet.</p> <p>6. CPM (TN) – Next meeting is March 10 at 1:30 pm. CPM forwards the following statement for SEC consideration about their review of the complaint expressed at the start of the semester - Statement approved at February 18, 2020 CPM meeting</p> <p>a. The Committee on Professional Matters focuses primarily on matters related to academic freedom. As such, the Committee on Professional Matters thoroughly reviewed all pertinent information related to said complaint and found no cause to move forward with an investigation. It is not the role of the CPM to determine the content of any program. We do express our hope that faculty and administrative offices make new faculty feel welcome and part of a diverse community. We also hope they provide new faculty with a range of views on significant issues to provide a broad introduction to issues facing the community.</p> <p>7. CSA (JG) – Next Meetings Mar 25, Apr 15.</p> <p>8. GEC (CS) – No report. Next meeting March 13.</p> <p>9. CEE (PM) – CEE drafting a co-authored memo with Laura Lyons, encouraging actions to meet WASC standards for data use. Draft reviewed, a set of finalized letters to be generated for signatures. Next meeting is scheduled for April 2, 2:30PM.</p> <p>10. UHPA (AS) –The BOD met on 3/7/20. Negotiations for salary increases are ongoing. Bills to fund potential raises have crossed over in the Legislature. Election for new BOD members will be held April 3-20. Annual UHPA membership meeting is on Friday, April 24.</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>5. No action was taken.</p> <p>6. No action was taken.</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>
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	<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>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>
Unfinished Business	<p>1. None.</p>	
Business	<p>1. Dual EM Positions</p> <p>a. (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)</p> <p>2. Draft EP 7.XXX</p> <p>3. Reorganization Approval without MFS Consultation</p>	<p>1. Discussion deferred to next meeting.</p> <p>2. Discussion deferred to next meeting.</p> <p>3. Discussion deferred to next meeting.</p>
New Business	<p>1. Common book program, email from AVPAA Deb Halbert; now Laura Lyons and Clem Guthro, UHM Librarian.</p>	<p>1. Discussion deferred to next meeting.</p>
Adjournment	<p>The next meeting of the Senate Executive Committee will be on March 23, 2020.</p>	<p>P. McKimmy made a motion to adjourn; seconded by J. Potemra. Meeting adjourned at 4:30 PM.</p>

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on March 23, 2020.