

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE**      January 9, 2023  
**MEETING TIME**     1:30 PM - 4:30 PM  
**LOCATION**             Zoom

### Attendance

#### Members

Name	Role	Attendance
Kim Binsted	Chair	Present
Michelle Tallquist	Vice Chair	Present
Shana Brown	MFS Sec	Present
Colin Moore	SEC Sec	Present
Erin Centeio	Member	Present
David Flynn	Member	Present
Raphael Raphael	Member	Present
John Kinder	Staff	Present

#### Guests

Name	Role	Time
Michael Bruno	Provost	1:45 pm - 2:00 pm
Wendy Pearson	Sr. Adv. Provost	1:45 pm - 2:00 pm
Makena Coffman	ISR Director	1:45 pm - 2:00 pm

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>	Meeting was called to order.	The video conference meeting was called to order by Chair Binsted at 1:31 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 12/12/2022 Senate Executive Committee were circulated electronically.	1. Hearing no objections and no abstentions, Chair Binsted accepted the minutes by acclamation.
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>2023 Spring New Faculty Orientation meeting on January 5-6 was canceled due to low registration (JK)</li> <li>CALL Senator resignation (JK)</li> <li>Hawaii Hall building Reroofing Project. A roof fire was reported during the late evening of December 28, 2022. No indication of fire or water damage to HH 208 Senate conference room or the senate office. Fire and water damage was limited to several third floor offices and conference rooms. However, heavy smoke residue filled the entire building with fire pollutants. HH was closed for remediation work on December 29 and is scheduled for reopening on Monday, January 16, 2023.</li> <li>12 Noon today was the deadline for MFS Committee business to the SEC for the Jan Senate agenda</li> <li>Senate agenda to be distributed on Jan 11.</li> <li>No SEC meeting on Monday, Jan 16 - State Holiday MLK Jr. Day</li> <li>AD David Matlin has announced his retirement effective, June 2, 2023. COA Co-Chair, Kelley Withy will contact AD to set date for UHM Athletics update to the Faculty Senate / Congress.</li> </ol>	<ol style="list-style-type: none"> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> <li>No action taken.</li> </ol>

<b>Action Items</b>	1. None	
<b>Guests</b>	<p><b>1. Provost Bruno, Wendy Pearson, and Makena Coffman (1:45 pm - 2:00 pm)</b></p> <p>Discussion Topic: briefing on upcoming reorganization proposal of the Institute for Sustainability and Resilience</p> <ol style="list-style-type: none"> <li>1. The ISR does not currently exist as a formal part of UHM. This reorganization will add the ISR to the UHM organization chart. The lack of formal organization has limited the ability of the ISR to grow.</li> <li>2. The ISR was created as the result of an exhaustive examination of sustainability efforts across campus. It now has a SUST designation and courses in numerous departments.</li> <li>3. The SEC was provided with a comprehensive overview of the reorganization plan.</li> </ol>	1. No action taken.
<b>Committee Reports</b>	<ol style="list-style-type: none"> <li>1. <b>CAB (CM)</b> – CAB meeting was held on December 16 at 10:30 a.m. CAB established a committee to prepare a resolution in support of renaming the Life Sciences Building; established a subcommittee to investigate the Manoa Budget Team process for approving faculty positions. CAB is finalizing a proposal for MFS Bylaws revisions. CAB will request updates on interim EM positions on an annual basis. Next meeting time is TBA.</li> <li>2. <b>CAPP (RR)</b> – No report. Next meeting January 10th.</li> <li>3. <b>CFS (DF)</b> – CFS met on December 15. Approved proposed revisions to MFS <i>Rules of Order</i> regarding election tie breaker. Decided to seek clarification regarding faculty role on a new Student Retention ThinkTank committee before making a recommendation for appointment. Next meeting is January 11.</li> <li>4. <b>COA (EC)</b> – No report. Meeting was canceled due to new schedule conflicts. Need to find a new meeting time for February.</li> <li>5. <b>COR (MT)</b> – No report. Next meeting will be scheduled in January 2023.</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> </ol>

	<p>6. <b>CPM (DF)</b> – No report. Next meeting is January 11.</p> <p>7. <b>CSA (EC)</b> – Met on December 13th. Erika Huddle from Athletics provided a presentation outlining risk factors, the IKAIKA program, and academic and mental health assistance resources for student athletes at UHM. Next meeting is January 13th, at 10:30am.</p> <p>8. <b>GEC (SB)</b> – GEC approved its report to CAPP on the summer 2022 Gen Ed proposal. Next meeting is Tuesday, Jan. 17, 10:30.</p> <p>9. <b>CEE (RR)</b> – No report. Next meeting will be scheduled in January 2023 via a survey.</p> <p>10. <b>Campus Climate Committee (EC)</b> – No Report. The next meeting is January 10th, 2022, from 1-2:30. But after that it will be the first Tuesday of the month from 1-2:30. MT will be attending this committee for the remainder of the semester.</p> <p>11. <b>Grad Council (SB)</b> – Grad Council met and approved program modifications in Microbiology and Astronomy (with ASTR 601). Approved UHM-1 forms for ASTR 601, LING 641, THEA 680. Discussion of tuition waivers as a benefit of GA employment, not a stand-alone allocation that can be reassigned to other students as needed.</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>
<b>Unfinished Business</b>		
<b>Business</b>	<p>1. CAB's work on interim EM appointments (CM)</p> <p>2. Discussion on Nominations Request to Deans Directors &amp; OVPSS: Workload Equivalency Framework Working Group (Note to be removed: Message from Paul McKimmy iAVPAE)</p> <p>3. Review CAB business for 1/18 Senate agenda</p> <ul style="list-style-type: none"> <li>(Draft placeholder) CAB Proposed Amendments to the MFS Bylaws (First Reading)</li> </ul>	<p>1. No action taken.</p> <p>2. J. Kinder will acknowledge the notification on behalf of the SEC.</p> <p>3. Action deferred. CAB business expected by EOB today. J. Kinder to forward CAB actions upon receipt via the SEC listserv.</p>

	<ul style="list-style-type: none"> <li>• (DRAFT placeholder) CAB Proposed Amendments to the MFS Roles of Order (First Reading)</li> <li>• (DRAFT placeholder) CAB Resolution Supporting the Naming of the Life Sciences Building in Honor of Isabella Aiona Abbott</li> </ul> <p>4. Review CAPP Business for 1/18 Senate agenda</p> <ul style="list-style-type: none"> <li>• CAPP Resolution Supporting the Proposal for the One Health Undergraduate Certificate <i>Supporting documents:</i> <ul style="list-style-type: none"> <li>○ <i>Proposal for the One Health Interdisciplinary Undergraduate Certificate Program dated February 22, 2022</i></li> <li>○ <i>Revised Proposal for the One Health Interdisciplinary Undergraduate Certificate Program dated January 3, 2023</i></li> <li>○ <i>PH 411 Course Syllabus</i></li> </ul> </li> </ul> <p>5. Review draft 1/18 Senate agenda</p> <p>6. SEC roles during the 1/18 Senate meeting</p> <p>7. Invitation to attend the NHPOL's event on Tuesday, January 17 to pause and mark 130 years since the overthrow of the Hawaiian Kingdom and the 7th annual National Day of Racial Healing. We will also honor the legacy of Dr. Martin Luther King Jr.</p> <p>8. The Senate office sent a request to the Office of the Provost to obtain Provost Bruno's digital signature on the May 2021 MFS Charter. After completion the senate office will forward the Charter to the UH President for digital signature. (JK) Historical MFS Charters: February 1999; April 2001; May 2004; and May 2007</p>	<p>4. M. Tallquist moved to add the CAPP resolution to the MFS agenda; seconded by E. Centeio. Approved by acclamation.</p> <p>5. Agenda reviewed and edits made.</p> <p>6. Roles reviewed.</p> <p>7. C. Moore moved to forward the announcement of the NHPOL event to the Senate; seconded by R. Raphael. Approved by acclamation. K Binsted will forward the message to the MFS.</p> <p>8. Provost informed the SEC that he will request a meeting with the SEC to discuss this matter. J. Kinder to schedule a meeting with the Provost.</p>
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## MĀNOA FACULTY SENATE

<b>New Business</b>		
<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be convened on Monday, January 23, 2023 at 1:30 PM.	Having completed business and hearing no objections, Chair Binsted adjourned the meeting at 2:24 PM.

Respectfully submitted by Colin Moore, SEC Secretary.

Approved unanimously on January 23, 2023.