

EXECUTIVE COMMITTEE Minutes

MEETING DATE August 4, 2025
MEETING TIME 9:30 AM - 11:30 AM
LOCATION Hybrid: via Zoom or HH208

Members

Name	Role	Attendance
Edo Biagioni	Past Chair	Present
Marguerite Butler	Chair	Present
Jennifer Griswold	SEC Sec.	Present
Birendra Mishra	Member	Present
Camaron Miyamoto	MFS Sec.	Present
Dan Port	Member	Present
Sarita Rai	Vice Chair	Present
Brian Richardson	Past MFS Sec	Present, excused at 11:00 am
Ann Sakaguchi	Past Vice Chair	Present
Carolyn Stephenson	Member	Present
Michelle Tallquist	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Vassilis Syrmos	Interim Provost	9:30 am - 10:00 am

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order	The meeting was called to order.	The meeting was called to order by Chair Butler at 9:30 AM.
Review of Minutes	1. The draft minutes of the 7/28/2025 Senate Executive Committee were circulated electronically.	1. Minutes were approved as corrected.
Chair's Report	<p>1. Provost's Council Meeting</p> <p>Date: Monday, July 28: Time: 12:15 PM – 1:30 PM</p> <p>Attendees: All Mānoa Executives, Mānoa Deans, and System Executives with dual Mānoa and System appointments, representatives of ASUH, GSO, Manoa Staff Senate, and MFS.</p> <p>1. FY 2024–2025 Budget and Reserve Policy: Interim Provost and Sandy French announced that any surplus or savings generated during the 2024–2025 academic year will be swept into the system-wide reserve fund, which is currently targeted at 16%. A significant portion of these surplus funds originated from courses offered through the Summer Session. Units such as CALL and Engineering, which had generated surpluses, expressed concern that this policy may disincentivize offering Summer Session courses in the future.</p> <p>2. Stipend Policy for Administrative Roles: Faculty appointed to administrative roles (e.g., Department Chairs) are eligible for monthly stipends. Approval levels are as follows:</p> <ul style="list-style-type: none"> ○ Up to \$350/month – Authorized by the Dean ○ \$351 to \$1,000/month – Requires Provost's approval ○ Over \$1,000/month – Requires Presidential approval 	1. For information only

	<p>3. There was some uncertainty around whether externally funded (philanthropic) stipends exceeding standard limits are permissible, raising concerns that this may discourage Deans from seeking private donor support for such roles.</p> <p>4. Faculty Recruitment:</p> <ul style="list-style-type: none"> ○ Current Searches: Approximately 60 faculty searches are currently underway. ○ Future Searches: Faculty searches for the 2025–2026 academic year are currently on hold pending further evaluation and approval due to fiscal uncertainty <p>2. Meeting with Director of Independent Audit, Chris Lau. August 5, 11am, HH208 or via zoom. Let us know if you plan to attend and make suggestions.</p> <p>3. Congratulations to Carolyn Stephenson for 40 years of service to UHM.</p>	<p>2. For information only</p> <p>3. For information only</p>
Action Items		
Guest(s)	<p>iProvost Vassilis Syrmos (9:30 am - 10:00 am)</p> <p><u>Some of the topics we may want to talk about are:</u></p> <p>1. What is plan on redistributing funds back to the departments - the budget model. How can we ensure that Manoa units have budgets that grow with workload?</p> <p>VS:</p> <ul style="list-style-type: none"> ● UH Mānoa budget is based on historical allocation, not an RCM or hybrid model. ● Past efforts to tie tuition revenue to allocation failed but wants to revisit the concept ● Supports RTRF as a cleaner allocation model 	<p>1. Discussion.</p>

	<ul style="list-style-type: none"> ● Outreach and summer school revenues already return to units. ● Moving toward a more thoughtful and incentivized model (e.g., RCM-like), but will take 18–24 months ● Balancing revenue-generating and non-revenue-generating units is complex. <p>MFS:</p> <ul style="list-style-type: none"> ● Teaching is not currently incentivized like research (RTRF). ● Shared revenues could support faculty hires or innovative programs. ● Concern over "us vs. them" mindset with non-revenue generating units like the medical school. <p>VS:</p> <ul style="list-style-type: none"> ● Medical school situation is unique; university's commitment remains because it's the only med school in the state. <p>2. There are 60 faculty searches currently open, but there is a "pause" on the initiation of new searches for the 2025-2026 academic year. Can you let us know what criteria will be used to evaluate the initiation of new faculty searches moving forward?</p> <p>VS:</p> <ul style="list-style-type: none"> ● Pause implemented due to financial uncertainty; aiming for moderate hiring. 	<p>2. Discussion.</p>
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	<ul style="list-style-type: none"> • Faculty counts are at or above pre-pandemic levels (approx. 1535–1540). • Will release hiring guidelines to deans on August 11. • New hires expected to be around 35–40 this fiscal year. <p>MFS:</p> <ul style="list-style-type: none"> • Concern that increasing I2 hires (teaching-intensive) impacts departmental balance. • Would like open-rank hires to attract top talent. <p>VS:</p> <ul style="list-style-type: none"> • I2 positions were created by repurposing grad student FTEs to save on fringe benefits. • These I2s aren't in official org charts; future hires expected to be F3 and above. • Hiring level (Assistant, Associate, Full) is at the discretion of dean and chair, depending on funding. <p>MFS:</p> <ul style="list-style-type: none"> • Suggests including an MFS representative in Deans and Directors meetings. <p>VS:</p> <ul style="list-style-type: none"> • Meeting is managerial, but open to inviting someone for specific topics. 	
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<p>3. Can you please expand on your Manoa reorganization of 10 years ago (Chancellor/Vice chancellor model) beginning with the reorganization current Provost's Office</p> <p>VS:</p> <ul style="list-style-type: none"> • Open to structural changes (Chancellor/Provost model), possibly inspired by UC or Indiana models. • Current structure was hastily implemented; wants to fix what doesn't make sense. • Already in discussions with Vice Provosts. • Believes deans should manage budgets, space, and be held accountable. <p>MFS:</p> <ul style="list-style-type: none"> • Faculty lines and space aren't controlled by deans anymore; opaque prioritization. • Staff levels have dropped significantly, with no way to request APTs. <p>VS:</p> <ul style="list-style-type: none"> • Faculty retirements go into a central pool (85% returned), enabling strategic reallocations. • Will investigate APT issue. • Pulled 5 years of data (enrollment, FTEs, etc.) to support decision-making. • IT systems are inefficient; getting data takes effort 	<p>3. Discussion.</p>
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	<p>MFS:</p> <ul style="list-style-type: none"> • Suggests unifying and systematizing data collection for planning. • Asks whether any VPRI functions (e.g., ORS) will return to Mānoa. <p>VS:</p> <ul style="list-style-type: none"> • ORS always system-level. Graduate education and ORUs were moved out of VCR. • ORS removal weakened the office; now there are only small research initiatives. <p>4. How would you ensure that the MBO is under the Provost instead of the CEO?</p> <p>VS:</p> <ul style="list-style-type: none"> • Surprised to learn MBO reports to the President, not Provost; sees this as problematic. • Wendy agrees this structure is flawed. • Provost will now be included in budget meetings for academics and athletics. • No immediate reorg plans but acknowledges the need for change. <p>MFS:</p> <ul style="list-style-type: none"> • Strongly opposed MBO being under the President. • Concerns about Provost having no real budget authority. 	<p>4. Discussion.</p>
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<p>5. When do you think that the System offices are going to be returned to Manoa - time-frame?</p> <p>VS: No specific timeline, but interested in returning ORUs and Graduate Education to Mānoa.</p> <p>6. TMT? CO2 measurements?</p> <p>VS:</p> <ul style="list-style-type: none"> • NSF chose to fund the telescope in Chile over Hawai‘i. • Spain offered 500M to move TMT to Canary Islands. • TMT board is reassessing; no clear direction yet. • Mauna Loa CO₂ facility: efforts to restore funding ongoing. • Senator Schatz is involved in trying to keep the operation running. <p>7. GenEd Manoa?</p> <p>VS:</p> <ul style="list-style-type: none"> • Not a GenEd expert but believes faculty should control curriculum. • Mānoa proposal (Ashley Maynard) is similar to System GenEd. • Supports alignment with other campuses for articulation. 	<p>5. Discussion.</p> <p>6. Discussion.</p> <p>7. Discussion.</p>
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	<ul style="list-style-type: none"> • Notes some semantic differences (e.g., 300-level GenEd). • Wants Mānoa to maintain leadership/control before a Regents decision in November. <p>MFS:</p> <ul style="list-style-type: none"> • Argues 300-level courses aren't GenEd elsewhere, only 100–200-level. • Concerned system tried to eliminate or reduce diversification. • Opposes eliminating WI courses in an AI era. • Suggests UC-style common GenEd core with campus-specific requirements. • Recommends changing “curriculum” to “requirement” to clarify intent. • CAPP and GEC have worked for years; system still unclear on goals. • Suggests developing a GenEd “cheat sheet” to support VS in meetings. 	
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MFS Committee Reports	<p>Committees are adjourned for the Semester except for CFS.</p> <ol style="list-style-type: none"> CAB (SR) – No report. CAPP (DP) – No report. CFS (BM) – CFS recommends the following appointments: CFS communication to the SEC CFS - Candidate letters of interests & CVs D- Board (1 vacant seat). Oceana Francis. E - Board (1 vacant seat). Shamila Janakiraman F - Board (Closed). Daniel Earman. CFS recommended Daniel Earman as an alternate member. GEC - (1 vacant seat) Mahealani Kaneshiro (1-yr term) HAP - (2 vacant seats) Rosela Balinbin Santos O - Board (1 vacant seat) David Krolikoski WI - Board (1 vacant seat) Krista Haapanen COA (MT) – No report. COR (MT) – No report. CPM (CM) – No report. CSA (JG) – No report. GEC (MB) – No report CEE (DP) – No report. 	<ol style="list-style-type: none"> Information only. Information only. Dan Motion Ed to Approve, Michelle seconded. Unanimously approved. Information only. Information only. Information only. Information only. Information only. Information only.
Other Reports	<ol style="list-style-type: none"> Pilina Support Team – No report. Grad Council – No report 	<ol style="list-style-type: none"> Information only. Information only.
Unfinished Business	<ol style="list-style-type: none"> Fall SEC Meeting time. Poll 	<ol style="list-style-type: none"> 3-5 pm on Mondays

<p>Business</p>	<p>1. SEC Liaison checklist (<i>please add/edit/comment!</i>)</p> <p>2. Two meetings August 27, 2025 and September 10, 2025: Training open to all interested Senators <u>3-4 PM Committee Chair/VC/co Chair Training</u></p> <ul style="list-style-type: none"> • Role and Duties of the Chairs and setting agenda • Resolutions and presentation, • Where to find resources on the MFS website <ul style="list-style-type: none"> ◦ Index of Resolutions ◦ Archived Resolutions ◦ Historical Minutes by Committee ◦ Senate and Congress Agendas • Running a meeting • Sharing the load • (Requesting licensing info for Short Guide) <p><u>4-5 PM Secretary Training -</u></p> <ul style="list-style-type: none"> • One document/Agenda/Minutes • Role/Responsibility of the Secretary • What to record/approval of minutes from William J. Puette • Where to post the minutes after approval <p>3. MFS meeting on September 17: 3-5 PM RSVP for in-person or hybrid attendance Reception to follow (drinks and pupus supplied by MB and SR, welcome new senators) Topics of discussion at the meeting:</p> <ul style="list-style-type: none"> • New Senator Orientation <ul style="list-style-type: none"> ◦ Ann McFarlane Jurassic Parliamentarian could do a 1 hour customized training that can be recorded for future senates. ◦ How to participate in Senate meetings ◦ What are Motions and amendments? ◦ Presenting materials etc. ◦ Committee responsibilities ◦ What does the senate do? Highlights from last year <p>(ask for engagement training with AFT? - maybe October?)</p> <ul style="list-style-type: none"> • Writing resolutions (Bill Puette? or maybe another occasion?) <p>Business items from last year (can we defer until Oct?):</p>	<p>1. Information</p> <p>2. Information</p> <p>3. Reach out regarding training options in preparation.</p>
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	<ul style="list-style-type: none"> • Bylaws Second Reading (CAB): September 17 for voting • Resolution on Mutual Defense Compact (CPM) - follow up to see if they want to move forward in Sept. <p>4. Draft MFS Information Systems Project</p> <ul style="list-style-type: none"> • By end of semester be able to search resolutions, etc. <p>5. Guests for MFS meetings and Congress Sept 17 (orientation meeting) Oct 15 (Senate + Congress) : Vassilis Nov 19 Dec 17 Jan 21 Feb 18 Mar 11 (Senate + Congress) - Athletic Director Apr 15 May 13</p>	<p>4. Add in comments.</p> <p>5. action.</p>
New Business	1. TBD	1.
Adjournment	The next regular meeting of the Senate Executive Committee will be convened on (Monday), August 25, 2025 at 3-5 pm Hybrid.	Chair M. Butler adjourned the meeting at 11:32 AM.

Respectfully submitted by Jennifer Griswold, SEC Secretary.

Approved unanimously on August 25, 2025