

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE** December 7, 2020  
**MEETING TIME** 1:30 PM - 4:30 PM  
**LOCATION** Virtual meeting via Zoom

### Attendance

#### Members

Name	Role	Attendance
Paul McKimmy	Chair	Present
Christine Sorensen Irvine	Vice Chair	Present
Brent Sipes	SEC Secretary	Present
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Present
Tom Conway	Member	Present
Jim Potemra	Member	Present
John Kinder	Staff	Present

#### Guests

Name	Role	Time
Michael Bruno	UHM Provost	Excused

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The video conference meeting was called to order by Chair P. McKimmy at 1:33 PM.
<b>Review of Minutes</b>	1. The draft minutes of the 11/30/20 Senate Executive Committee were circulated electronically. J. Kinder will send text related to CAB visit to J. Clapp for comment.	Hearing no objections, Chair McKimmy declared the minutes approved by acclamation pending confirmation from J. Clapp.
<b>Chair's Report</b>	1. Chronicle of Higher Education: Chair McKimmy was interviewed for an article on reorganizations.. 2. Policy Subcommittee: Kenneth Leonhardt accepted the nomination. 3. CR/NC petition for Fall policy: CAPP recommended against if for this semester. Most other universities are following a similar path.	1. No action taken. 2. CAPP will communicate with VCAA office. 3. No action taken.
<b>Action Items</b>	1. None	
<b>Guest(s)</b>	None	
<b>Committee Reports</b>	1. CAB (BS) – Continuing work on bylaws; Next meeting 12/08. 2. CAPP (JP) – Discussions with the Graduate Dean on policy are ongoing; The desired CES questions were stymied due to technical limitations of the system; Next meeting 12/09. 3. CFS (TN) – No report; Next meeting 12/11. 4. COA (PB) – D. Matlin is scheduled for the next meeting on: 01/21/2021 at 300pm. 5. COR (JP) – Met with iVCR Kameoka to discuss proposed reorganization of the research office; Concerns about the reorganization may be expressed in a memo to CAB or via resolution. 6. CPM (TC) – No report.	1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken.

	<p>7. CSA (PB) – CSA invited guest Maya Ward, Vice President of GSO. Top 3 challenges for graduate students during pandemic: 1) Mental health issues; 2) Motivation issues; 3) Job and career uncertainties. CSA has also volunteered to assist with the ASUH student survey in spring 2021 with COA. Next meeting in January 2021 to be determined via a Doodle Poll by Lisa Uyehara, Chair.</p> <p>8. GEC (CSI) – Awaiting on feedback on MOU from iVCAA; Three-year progress report being drafted; Multiple assessment efforts underway; Finalizing group-writing workshop for Spring; Continuing discussion of HSL requirements; Finalizing Diversification learning objectives; Reviewed structure and topics for Spring 2021 curriculum discussions and will finalize a process later; Next meeting 12/17.</p> <p>9. CEE (TC) – Reviewing draft of CEE bylaw changes.</p> <p>10. UHPA (TC) – No update on furloughs or retirement incentives.</p> <p>11. Budget Prioritization Metrics (BS, CSI) – Initial meeting relayed the charge to develop rubrics; Some concern about representation from CALLS raised in different quarters; Next meetings 12/8 and 12/14. The 12/14 meeting conflicts with the SEC meeting.</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>	<p>1. Senator Stephenson email to Chair McKimmy: Concern was raised about current discussions between SEC and Graduate Dean as well as between CFS and Graduate Dean.</p> <p>2. MFS and Graduate Division relationship: A draft motion clarifying SEC understanding of the relationship was discussed.</p>	<p>1. Chair McKimmy will respond via email.</p> <p>2. Chair McKimmy will share with the Graduate Dean for comment. T. Nguyen will forward to CFS for comment. Any response is desired in time for presentation at the 01/2021 Senate meeting.</p>
<b>Business</b>	<p>1. Aloha! Student Concerns: This is a student led petition for a CR/NC option for Fall 2020 was</p>	<p>1. CAPP conveyed their decision to VCAA.</p>

	<p>referred to CAPP; CAPP discussed and was opposed to the option this semester.</p> <ol style="list-style-type: none"> <li>Draft 12/16 Senate Agenda: Provost Bruno will be invited to speak. Committee reports for Fall 2020 will be included along with an open floor for discussion. We may want to invite the Staff Senate to an SEC or Senate meeting.</li> <li>Draft 10/21 Senate Minutes: Several Senators offered corrections.</li> <li>Draft 11/18 Senate Minutes: These minutes will be made available for review; Senators will be asked to provide correction before the meeting</li> <li>Alice Ball: Recognition of Ms. Ball's contributions was discussed. T. Nguyen shared her notes on the Ms. Ball and President Dean.</li> </ol>	<ol style="list-style-type: none"> <li>Reviewed and approved. Chair McKimmy will extend the invitation to Provost Bruno.</li> <li>Will be placed on the Senate agenda.</li> <li>Senate Secretary Nguyen will have the draft available on 12/8.</li> <li>T. Nguyen moved to refer the proposal to recognize Ms. Ball to CPM. J. Potemra seconded. The motion carried with 5 ayes and no abstentions.</li> </ol>
<b>New Business</b>	<ol style="list-style-type: none"> <li>Senator absence practices: Bylaws allow 3 unexcused absences from committee meetings or the Senate. Some senators attend committee meetings but miss Senate meetings. Senate practice has been to excuse Senators on sabbatical from committee work but allowed retention of their Senate vote. Language on "Wednesday afternoon availability" and "sabbatical intentions" should be included in the call for Senate service.</li> <li>Committee Fall Report: The template for reporting was reviewed. The report can be drafted by the committee chair and approved by the committee.</li> <li>Senator Committee Assignment: How senators are assigned to committees was discussed. Ideas such as CFS making assignments based on expertise or committee chair selecting from a pool were discussed. The option of asking senators for their preference and including what they bring to the committee was discussed.</li> </ol>	<ol style="list-style-type: none"> <li>The SEC confirms the current attendance practices.</li> <li>The Fall Committee Report template was approved by acclamation.</li> <li>No action taken.</li> </ol>

## MĀNOA FACULTY SENATE

	<p>4. Committee refinements: CAPP may have an overwhelming task. The idea of dividing the purview into graduate CAPP and undergraduate CAPP was discussed.</p> <p>5. Constituency and split appointments: Our rules of order outline how a faculty member with a split appointment constituency is determined. CFS and the Senate Office follow this rule.</p>	<p>4. No action taken.</p> <p>5. No action taken.</p>
<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be on December 14, 2020.	Having no further business and hearing no objections, Chair McKimmy adjourned the meeting at 3:26 PM.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on December 14, 2020.