

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE June 22, 2020
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Virtual meeting via Zoom

Attendance

Members

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

Guests

Name	Role	Time
David Lassner	President & CEO	1:30 pm - 2:00 pm
Michael Bruno	Provost	2:30 pm - 3:30 pm

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair T. Conway at 1:34 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The draft minutes of the 6/15/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. C. Sorensen Irvine made a motion to approve the 6/15/20 meeting minutes; seconded by C. Stephenson. The minutes were approved with 9 votes in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Reorg approved to merge AH, LLL, & SPAS into the new College of Art , Languages, and Letters (CALL) 2. UH ITS -Recent changes to UH Login system have caused “failed to authenticate” errors for MFS administrators login privileges to access our Election Database. 	<ol style="list-style-type: none"> 1. Respond to inquiries and continue discussions at 7/6 SEC meeting. 2. J. Kinder reported administrator login issues on the MFS election database. Our Election system relies on the LDAP authentication system which is linked to the UH ITS Login system. Vendor (H. Smidt) believes that UH ITS made recent changes to the UH Login system which has locked out MFS admin. Repairs are in progress. McKimmy suggested that Kinder check with IT Desk.
Action Items	<ol style="list-style-type: none"> 1. CFS recommends approval to endorse four nominees for consideration & appointment by Vassilis Syrmos VPRI for the UH Ethics Committee. The four nominees were forwarded on March 31 and again on June 8 by Victoria Rivera, Research Integrity Officer, Office of Research Compliance. <ol style="list-style-type: none"> a. SEC reviewed all four nominees and felt all possessed the experience and qualifications to serve on the Ethics Committee. We recognize and acknowledge that one is a faculty member from UH Hilo, not from Mānoa. 	<ol style="list-style-type: none"> 1. P. McKimmy made a motion to endorse with explanation on UH Hilo; J. Potemra seconded; passed with 8 in favor, 1 in abstention.

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	<p>2. SEC Doodle poll results: Additional invitees to GEC discussion, Betsy Gilliland and Jonathan Pettit; invited by C. Beaulé already, plus Lisa Fujikawa</p>	<p>2. P. McKimmy motioned to move forward with a meeting on July 1 from 2:30 to 3:30. This was seconded by C. Sorensen Irvine and passed with 8 votes in favor and 1 against. J. Kinder to send out Save the Date notice via email.</p>
Guest(s)	<p>Pres. & CEO David Lassner (1:30 pm - 2:00 pm) President Lassner gave an update on the status of the State budget and CARES Act funding. Additional topics included visas for foreign students, faculty and staff; how to meet requirements for certain students (e.g., veterans, foreign students, etc.) to have a minimum number of face-to-face class time; tenure and promotion timelines; and the issue of faculty members using their own textbook (as required text) in their own class.</p> <p>Provost Michael Bruno (2:30 pm - 3:30 pm) Discussion topics included the Commission on Racism and Bias; plans for the GEO Director evaluation (end of three year term is upcoming).</p> <p>Provost Bruno also explained his decision to recommend to President Lassner that they move ahead with the LLL/SPAS/A&H merger despite the UHMFS motion in opposition.</p>	<p>1. No Action taken.</p> <p>1. Bruno had not received the CPM report on “faculty returning to campus in the fall”; Tom will (re)send.</p> <p>2. Tom will reply to individual faculty inquiries (received via email) explaining how the process was followed. P. McKimmy moved that his email go out in the next 2 days; C. Sorensen Irvine seconded and it passed with 7 votes in favor, 1 against and 1 abstention.</p>

Committee Reports	<ol style="list-style-type: none"> 1. CAB (AS) – No report. 2. CAPP (CS) – No report. 3. CFS (TN) – Ethics Committee nominees received June 8 from Victoria Rivera. CFS reviewed and recommended that the SEC endorse the four nominees. Syrmos will make the final decision and appointment. It was noted that some members of the CFS were reluctant to review one submitted name because the person was a UH Hilo faculty. However, the SEC reviewed the faculty’s qualifications and approved the nominee because the Ethics Committee is a system committee. 4. COA (JG) – No report. 5. COR (JP) – No report. 6. CPM (TN) – Return to Campus Fall 2020 report transmitted June 16 to the SEC. Requesting that SEC share with UH admin and UHPA. CPM Chair transmitted two additional items to add end-of-year report 7. CSA (JG) – No report. 8. GEC (CS) – No report. 9. CEE (PM) – No report. 10. UHPA (AS) – No report. 11. WASC (CS) – No report. 12. Mānoa Design Team Committee (CSI) – Meetings were held on June 5 and June 12. June 5 meeting Finalized global engagement area, adding ISS and revised functional statement to reflect stronger emphasis on academic research and learning outside of Hawaii. Areas still in global engagement, MIX, NSE, Study Abroad, Faculty & Scholar Immigration. Moving forward with org charts for this area. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. See Action Item 1. 4. No action taken. 5. No action taken. 6. Chair Conway to transmit with SEC cc’d. 7. No action taken. 8. No action taken. 9. No action taken. 10. No action taken. 11. No action taken. 12. No action taken.
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	<p>Graduate Division discussion. Admissions, records functions move as proposed to enrollment management. Need more clarity on re-envisioned graduate division on what we want it to be and articulate working relationship with academic excellence and research. Discussed leadership title</p> <p>June 12 meeting</p> <p>Graduate division. Smaller working group to discuss details (positions, implementation, etc.) Christine/Laura/Roxie to take lead.</p> <p>Academic excellence. Only change is to move military science/aerospace to academic excellence.</p> <p>Student Success. Strengthen the student success functional statement to tie in growth and development with academic success.</p> <p>Business office. Retain the current reporting line.</p> <p>Climate, equity & conflict mgmt + compliance & investigation. Initial meeting with Chip, Jan G, Carrie and David to further discuss overall structure and functions (and clarity on jurisdictions); request made to Amy to assist.</p> <p>Continue to work on strengthening function statements to better describe intent for each area. Will work on addressing questions in full reorg proposal and/or separate FAQs.</p> <p>Next meeting July 2. Focus on Student Success and Research.</p>	
Unfinished Business	1. None.	

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Business	<ol style="list-style-type: none">1. Response to Merika Hunter email on social justice PD2. Memorandum dated June 15, 2020 from Don Straney, VP for Academic Planning and Policy. Consultation Regarding New EP 5.XXX, Policy on Faculty Assigning for Purchase Their Works to Their Students	<ol style="list-style-type: none">1. Tom will email Merika directing her to all the Social Justice classes already in the course catalog.2. Deferred to the next meeting.
New Business	<ol style="list-style-type: none">1. None.	
Adjournment	The next meeting of the Senate Executive Committee will be on July 6, 2020.	P. McKimmy made a motion to adjourn; seconded by C. Stephenson. Meeting adjourned at 4:29 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on July 7, 2020.