

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE May 4, 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
Carolyn Stephenson	Member	Present
Jennifer Griswold	Member	Present, excused at 3:15 pm.
Truc Nguyen	Member	Present
John Kinder	Staff	Present

Guests

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

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair T. Conway at 1:35 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The draft minutes of the 4/27/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. A. Sakaguchi made a motion to approve the 4/27/20 meeting minutes; seconded by J. Griswold. The minutes were approved with 6 votes in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. Update on Committee Preference Survey and the Q&A sessions 2. Schedule Summer SEC meetings with President & CEO Lassner & Provost Bruno 3. Invite newly elected SEC members as guests to the regular Monday zoom meetings 4. Conway to answer April Goodwin and Ayu 	<ol style="list-style-type: none"> 1. No action. 2. J. Kinder has scheduled President Lassner to meet with the SEC on May 18 at 2:00 pm. Defer scheduling summer meetings with the administration until the extended SEC members approve the SEC Summer schedule. 3. J. Kinder will email and invite as guests starting with the May 11 meeting. 4. No action.
Action Items	<ol style="list-style-type: none"> 1. CAPP memorandum: <i>Proposal for Test Optional Admission Requirement for Undergraduate Applicants Due to COVID-19 Challenges</i> 	<ol style="list-style-type: none"> 1. On April 30, P. Mckimmy made a motion via SEC listserv to forward the CAPP memorandum to Provost Bruno & AVC & Dir of Admissions R. Shabazz; seconded by T. Nguyen via SEC listserv. The motion was approved with 5 votes in favor; 1 abstention. Chair sent memo on April 30.

	<ol style="list-style-type: none"> 2. Review CAB <i>Resolution to Oppose the Proposed Reorg and Merger of the College of Arts and Humanities; College of Languages, Linguistics and Literature; and the School of Pacific and Asian Studies to form the College of Arts, Literature, & Letters</i> 3. Review CAB <i>Resolution to Endorse with Reservations the Proposed Reorganization of the Center for Oral History</i> 4. CAPP: <i>Resolution Calling for the Manoa Provost to Consult About and Revise Implementation of the “Plan for Online and Distance Credit Programs and Courses” Until Such Consultation Has Occurred and the Financial and Programmatic Impacts of the Change Have Been Adequately Evaluated</i> 5. From CFS April 30 for recommendation <ol style="list-style-type: none"> a. Contemporary Ethical Issues Board <ol style="list-style-type: none"> i. Seungoh Paek, Learning Design & Technology, 3-yr term ii. Rayna Fujii, ITE Elementary, 3-yr term b. General Education Committee <ol style="list-style-type: none"> i. Mandy Westfall-Senda, Office of Student Affairs, 3-yr term ii. Peng Xu, Theatre and Dance; Arts and Humanities, 1-yr alternate term c. Hawaiian, Asian, and Pacific Issues Board <ol style="list-style-type: none"> i. Donna-Marie Palakiko, Nursing, alternate d. Oral Communication Board <ol style="list-style-type: none"> i. Patricia Brandes, Science and Technology Department/Hamilton Library/Library Services, 3-yr term 	<ol style="list-style-type: none"> 2. SEC approved adding this business item to the 5/13 MFS Agenda. 3. SEC approved adding this business item to the 5/13 MFS Agenda. 4. SEC approved adding this business item to the 5/13 MFS Agenda. 5. P. McKimmy moved to accept all. J. Potemra seconded and the motion passed with 4 in favor, 1 against, 0 abstain.
--	---	--

Guest(s)	<p>1. Provost Michael Bruno (2:00-3:00 pm) Discussion topics:</p> <p>The SEC updated the Provost on the three resolutions that will be on the upcoming UHMFS agenda. There was also discussion about the budget issues surrounding campus/teaching in the second summer session and fall 2020.</p>	<p>1. J. Kinder to send 5/13 MFS Agenda to Provost Bruno on May 6th after the agenda has been approved by the SEC.</p>
Committee Reports	<p>1. CAB (AS) - CAB will be presenting Resolutions on the AH/LLL/SPAS merger and the reorganization of College of Social Sciences' Center for Oral History at the 5/13 MFS meeting. CAB postponed potential recommended revisions to Bylaws and Charter to next academic year.</p> <p>2. CAPP (CS) – CAPP held an extra meeting April 29 by Zoom to re-draft the resolution on the plan re Outreach courses. Also approved the plan sent by Provost and Admissions for Test Optional Admissions for AY 2021-2022 only. Next regular meeting scheduled for May 6.</p> <p>3. CFS (TN) – Forwarded April 30 recommendations to SEC; in that request, CFS strongly requested approving Ethics committee referrals. Will be reviewing standing and permanent committee assignments at the upcoming May 5 meeting. Continuing to seek volunteers for Foundations and Writing Intensive Boards. Reviewing senate seat vacancies - CTAHR, ENGR, NATSCI, SHK, SOCSCI, SOEST.</p> <p>4. COA (JG) – Next meeting to be scheduled via email.</p> <p>5. COR (JP) – Next meeting scheduled for May 6.</p> <p>6. CPM (TN) – The last regularly scheduled CPM meeting was April 21 at 1:30 pm. Sent message and resulting research to SEC Chair Conway on April 26 about the language of “waiver for a PhD” versus</p>	<p>1. No action was taken.</p> <p>2. No action was taken.</p> <p>3. No action was taken.</p> <p>4. No action was taken.</p> <p>5. No action was taken.</p> <p>6. No action was taken.</p>

	<p>“terminal degree.” CPM continues to be concerned about IT support for faculty instruction.</p> <p>7. CSA (JG) – Next Meeting pending discussion via email.</p> <p>8. GEC (CS) – Met by Zoom May 1. Approved one 3-designation course. Approved “thematic pathways” through Diversification with 3 year review. Discussed proposal for revisions of FG (Foundations) Learning Objectives.</p> <p>9. CEE (PM) – Meeting 3PM today.</p> <p>10. UHPA (AS) – No report.</p> <p>11. WASC (CS) – No report. Final meeting May 15.</p> <p>12. Educational Excellence Design Team (CS) – Recent meetings were all canceled.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) –No Meeting.</p> <p>14. Enrollment Management Committee (TC/BP) – No meeting.</p> <p>15. Student Success Committee (PM) – No meeting, no plans for more.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No mention of plans for any other meetings.</p>	<p>7. No action was taken.</p> <p>8. Chair Conway to message GEC with request to meet with SEC prior to any implementation of changes WRT thematic pathways and FG learning objectives.</p> <p>9. No action was taken.</p> <p>10. No action was taken.</p> <p>11. No action was taken.</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>	<p>1. No action taken.</p>
Business	<p>1. Review 5/13 MFS agenda Review draft 4/15 Senate Minutes Discuss Senate co-host sharing duties: a) Recording MFS meeting</p>	<p>1. Reviewed 5/13 MFS agenda and the 4/15 MFS meeting minutes. Co-host sharing duties for the 5/13 MFS meeting will be</p>

	<p>b) Agenda & draft SEN minutes c) Senate business d) Online voting surveys e) Online verification of senate vote surveys</p> <p>2. a) Discussion to call a Special Congress meeting b) Discussion on pending Congress guest speaker invitation(s). c) Review draft 20191016 Congress Minutes</p> <p>3. Faculty follow-up 5/1 email inquiry on the National Student Exchange Program (primarily a domestic study away program within US and US territories) and under the Phase 2 Manoa Campus Reorg chart this program is being moved into the Office of Global Engagement.</p> <p>4. Faculty inquiry to develop a media literacy Foundations designation. a. https://manoa.hawaii.edu/gened/wp-content/uploads/2019/08/Chap-4-Foundations.pdf</p> <p>5. CPM Committee: Regarding PhD Waiver Issue 1. CPM Background Research on minimum degree requirements for faculty 2. UH Approval of Waiver will immortalize BU Members Terminal Degree dated February 26, 2020. 3. CPM Background Research Waiver & peer Institutions</p>	<p>shared by P. McKimmy, T. Nguyen; and J. Kinder.</p> <p>2. The SEC approved for Chair Conway to call a 5/13 Special Congress meeting from 4:30 pm - 5:00 pm. Chair Coway will invite AD Matlin and UHPA Director C. Fern to the Faculty Congress, and limit both to 20 minutes total. If neither agree, the Congress meeting will be reduced to a simple 3-minute meeting to approve to the 20191016 Congress meeting minutes.</p> <p>3. T. Conway will respond and remind them that the proper channels will be through CAB, and that the Re-org is on hold until the Fall.</p> <p>4. No action.</p> <p>5. Deferred to the next meeting.</p>
New Business	<p>1. Truc is recommending to add language to bylaws regarding meeting cancellations</p>	<p>1. Deferred to next meeting.</p>

MĀNOA FACULTY SENATE

Adjournment	The next meeting of the Senate Executive Committee will be on May 11, 2020.	P. McKimmy made a motion to adjourn; seconded by C. Stephenson. Meeting adjourned at 4:28 PM.
--------------------	---	---

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on May 11, 2020.