

## EXECUTIVE COMMITTEE Meeting Minutes

**MEETING DATE** April 3, 2020  
**MEETING TIME** 10:30 PM - 11:30 AM; 3:30 PM - 4:00 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
Truc Nguyen	Member	Present
John Kinder	Staff	Excused

#### Guests

Name	Role	Time
None		

# 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 10:30 AM.
Review of Minutes	1. N/A	
Chair's Report	1. N/A	
Action Items	1. N/A	
Guest(s)	1. None.	
Committee Reports	1. N/A	
Unfinished Business	1. N/A.	
Business	<p>1. SEC response to VP Straney's draft policy on change to grading system  <a href="https://drive.google.com/open?id=1MqAPgq5-ZbxocCKRgMiPdud7WzKmQrPb">https://drive.google.com/open?id=1MqAPgq5-ZbxocCKRgMiPdud7WzKmQrPb</a></p> <p>The SEC received a draft policy change allowing students to change from letter grade to credit/no credit after grades are assigned. This in part contradicted the SEC's recommendation on the matter  <a href="https://drive.google.com/open?id=1V3OpzWo9YLu7J9qk6opbkx645E6fQkSp">https://drive.google.com/open?id=1V3OpzWo9YLu7J9qk6opbkx645E6fQkSp</a></p> <p>The SEC conducted another poll, and two separate draft responses were submitted (T. Nguyen and J. Potemra). SEC members commented on both drafts.</p> <p>2. SEC reconvened at 3:30 to review and approve the final version of the response regarding the above.</p>	<p>1. J. Potemra will make a clean copy, incorporate the SEC recommendations and post to Google drive. The SEC will reconvene at 3:30 to finalize the memo.</p> <p>2. T. Conway to send the final memo by 4:00 PM.</p>
New Business	1. N/A.	

## MĀNOA FACULTY SENATE

<b>Adjournment</b>	The next meeting of the Senate Executive Committee will be on April 6, 2020.	Meeting adjourned at 11:30 AM and the second meeting adjourned at 4:00 PM.
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Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on April 13, 2020.