

EXECUTIVE COMMITTEE Minutes

MEETING DATE September 14, 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 Potemera	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Michael Bruno (Invited)	Provost	2:00 pm - 2:45 pm
Carolyn Stephenson	Guest	

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The video conference meeting was called to order by Chair McKimmy at 1:37 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The draft minutes of the 8/31/20 Senate Executive Committee were circulated electronically. 2. The draft minutes of the 9/8/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. C. Irvine moved to approve the 8/31/20 meeting minutes; with a second by J. Potemera. The minutes were approved with 6 votes in favor; 0 abstention. 2. C. Irvine moved to approve the 9/8/20 meeting minutes; with a second by T. Conway. The minutes were approved with 6 votes in favor; 0 abstention.
Chair's Report	<ol style="list-style-type: none"> 1. Review 9/16 chairs report draft was discussed. Senators and college senates will be encouraged to be aware of and engage in their dean/director's planning. 2. Robert's Rules of Order Newly Revised, 12th Edition is now in print. MFS Bylaws state <i>"The principles of the latest edition of the Rules of Order Newly Revised (commonly known as Robert's Rules of Order) shall govern the Congress in all cases to which they are applicable, and in which they are not inconsistent with the Charter, Bylaws, or the Rules of Order of the Mānoa Faculty Congress and Senate."</i> 	<ol style="list-style-type: none"> 1. No action. 2. T. Nguyen has a copy. J. Kinder will deliver a copy to CAB Chair J. Clapp
Action Items	<ol style="list-style-type: none"> 1. Review, approve CAPP recommendation for 2nd Graduate Council member. CFS has concerns about the lack of appointee names coming before the committee 	<ol style="list-style-type: none"> 1. C. Irvine moved to approve Carolyn Stephenson as CAPP representative to the Graduate Council. T. Nguyen seconded. Motion passed with 6 votes in favor; 0 abstention. J. Potemera will remind the Graduate Division that Graduate Council member suggestions should be routed through CFS.

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	<p>2. Motion to hold a special meeting of the Senate on September 23 with two items on the agenda from CAPP and from CAB.</p> <p>3. A letter will be sent to the BOR regarding administration and budget process with a courtesy copy to the President and Provost.</p> <p>4. Recommendations for service appointments. CFS considered diversity as well as required status in its recommendations.</p> <p>a. Academic Grievance Committee, 2020-2021: Joel Moffett (ACM), Kimberly U'ilani Chow-Rule (Nursing), and Donald Brent Edwards, Jr. (Ed Foundations) as seated members. Seungoh Paek (LTEC), Joanna Phillippoff (CRDG) and Lang Wu (Cancer Center) as alternates.</p> <p>b. Student Conduct Appellate Board: With a 2-year term (2020-2022), Oceania Francis (Engineering) and Fabio Lopez-Lazaro (History) as a 2-yr alternate; With a 1-year term as an alternate, Lisette Flanary (ACM).</p> <p>5. 2020-21 MFS Leadership Conference set for Wednesday, September 30 from 3:30 pm to 4:30 pm.</p>	<p>2. The motion made by T. Nguyen via email was withdrawn by T. Nguyen.</p> <p>3. T. Conway moved to approve the message to the BOR. C. Irvine seconded. Motion passed with 6 yes and no abstentions.</p> <p>4. a. C. Irvine moved to approve CFS recommendations for appointment to the Academic Grievance Committee. T. Conway seconded. Motion passed with 6 yes and no abstentions.</p> <p>b. T. Nguyen moved to approve CFS recommendations for appointment to the Student Conduct Appellate Board. C. Irvine seconded. Motion passed with 6 yes and no abstentions.</p> <p>5. Date and time agreed upon by consensus.</p>
Guests	<p>Provost Michael Bruno</p> <p>Provost was not informed specifically about GEER funding. The Executive/Managerial positions eliminated includes the Chancellor position as well as SPAS, LLL and TIM dean positions. Non-academic unit budgets are being examined with the idea to get it right for the future. Provost will provide a document to SEC on Phase II Reorganization planning and the upper level administration. The Provost has drafted a timeline to share with faculty on the budget/reorganization. The Provost desires participation now not later. Colleges are to respond to President/Provost's provocative recommendations on how to address R1 scholarship and meet state needs.</p>	<p>1. No action.</p>

<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. CAB (BS) – First meeting was on Tuesday, 9/1 at 9:00 am. J. Clapp was elected Chair, M. Tallquist/R. Paull Vice Chair, and C. Moore Secretary. CAB will meet at least twice a month. Developing a resolution about consultation. 2. CAPP (JP) – There have been two CAPP meetings (9/2 and 9/9). C. Stephenson was elected Chair, M. Cooney Vice Chair, and S. Ni Dhonacha Secretary. C. Stephenson was elected as representative to the Graduate Council. CAPP will be meeting twice per month, and the first issue was to draft a resolution concerning programs being moved to Interdisciplinary Studies. 3. CFS (TN) – Met on 9/11. Elected Vice Chair was Richard Medina. A Special Election for 11 vacant Senate seats will be conducted. CTAHR Senate seat will be filled by CTAHR Senate SEC recommendation. Next CFS meeting is scheduled for 9/25 at 10:00 am with subsequent meetings scheduled (9/11 from 11- noon, 9/25 from 10-11 am, 10/11 from 11-noon, 10/23 from 10-11 am, 11/2 from 11-noon, 11/20 from 10 -11 am, 12/4 from 10-11 am, and 12/11 from 10-11 am). 4. COA (PB) – Met on 9/1 and will meet every second Tuesday. Officers elected were Kenneth Lawson as Chair, Jerome Agrusa as Vice Chair, and Katherine Finn Davis as Secretary. 5. COR (JP) – COR will be meeting monthly. The elected officers are S. Bateni as Chair, K. Nute as Vice Chair, and J. Higa as Secretary. 6. CPM (TC) - The committee met on 9/2. Officers elected were Camaron Miyamoto as Chair, Gerald Busch as Vice Chair. The secretary will be revolving amongst members with Morgen Johanson serving as proofer. 7. CSA (PB) – The committee will meet 9/28 at 11:00 am. Officers elected were Lisa Uyehara as Vice Chair and AndrewWertheimer as Secretary. The Chair will 	<ol style="list-style-type: none"> 1. B. Sipes will remind CAB about BOR Chapter 4 revisions. 2. No action taken. 3. No action taken 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken.
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	<p>be elected at the 9/28 meeting. Future meeting days and time will be set.</p> <p>8. GEC (CSI) – First meeting was held on 9/3. Jonathan Pettit was elected Chair, Betsy Gilliland was elected Vice Chair, and Matt Eng was elected secretary. A discussion about the role of the SEC liaison was held and the committee requested that the role be defined in the bylaws for clarity. The committee also requested that the SEC respond in writing with any concerns related to their 1-year follow up report following the external and internal reviews. GEC is scheduled to meet every other week. Proposed SEC draft of the MOU was sent to the governance subcommittee of GEC.</p> <p>9. CEE (TC) – First meeting was held 9/8. Officers elected. Stephanie Kraft-Terry Chair, Justin Walguarnery Vice-Chair, and Jessica Gasiarek Secretary.</p> <p>10. UHPA (TC) – No report.</p> <p>11. WASC – No report.</p> <p>12. Mānoa Design Team Committee (CSI) – Meeting held on 9/4. Reviewed responses to questions that arose from online feedback.</p>	<p>8. Chair McKimmy and C. Irvine will meet to discuss GEC issues and review what transpired last year.</p> <p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. No action taken.</p> <p>12. No action taken.</p>
Unfinished Business	<p>1. None.</p>	
Business	<p>1. Campus Climate Committee – Students raised the concern of requiring camera/video for online meetings and classes.</p> <p>2. GEO website – The website contains information on thematic pathways that have not been approved by the Senate which the SEC asked to be removed. The GEO Director response dated 8/25/20 was forwarded to SEC on 9/8/20.</p>	<p>1. P. Bovard will forward SEC referral CSA.</p> <p>2. SEC is awaiting a response to GEC/SEC Memorandum of Understanding.</p>

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	<ol style="list-style-type: none"> Administrator Guidance on Faculty Input The updated MFS site was reviewed. Potential CAPP resolution – Evidence suggests that the administration is recommending moving programs into Interdisciplinary Studies as means to bypass Seante review. 	<ol style="list-style-type: none"> Discussion of the topic was postponed to next meeting. B. Sipes moved to release the new website. C. Irvine seconded. Motion passed with 6 yes and no abstentions. The SEC recommends that CAPP separates the two issues in their initial resolution.
New Business	<ol style="list-style-type: none"> 2009 Budget Task Force Resolution. Reorganization plan draft of CTAHR. Request for information on the Athletic Blue Ribbon Committee. Senate meeting September 16, 2020 voting test. Faculty survey to inform Lassner 3-year review. 	<ol style="list-style-type: none"> B. Sipes forwarded the information to CAB. Postponed to next meeting. Postponed to next meeting. T. Nguyen tested the voting system which worked as desired. T. Conway sought input from past SEC chairs and provided feedback to Regent Kudo on 9/14/20.
Adjournment	The next regular meeting of the Senate Executive Committee will be on September 21, 2020.	T. Conway moved to adjourn. C. Irvine seconded and the meeting was adjourned at 4:40 pm.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on September 21, 2020.