

EXECUTIVE COMMITTEE
Meeting Minutes

MEETING DATE March 30, 2020
MEETING TIME 3:00 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
Truc Nguyen	Member	Present
John Kinder	Staff	Excused

Guests

Name	Role	Time
Michael Bruno	Provost	4:00 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 2:45 PM.
Review of Minutes	1. The minutes of the 3/23/20 Senate Executive Committee were circulated electronically.	1. Minutes were deferred pending updated committee reports.
Chair's Report	1. Brief review of meeting with reps from GEC and OVCAA. The meeting was just prior to this (3/30 at 1:30). All parties agreed to having proposed GEC bylaw changes vetted by CAB and the SEC before headed to the UHMFS. It was also determined that the UHMFS by-laws needed updating to address different committee types.	1. No action was taken.
Action Items	1. Discussion on survey results of the Proposed Adhoc Changes to Spring 2020 Grading Options. A memo to President Lassner and Provost Bruno was drafted, essentially stating the SEC's position to have students decide whether to switch to CR/NC (from letter grade) on a course-by-course basis, but that this would happen in mid to late April.	2. Chair Conway to forward our response to the President and Provost.
Guest(s)	1. Provost Michael Bruno (4:00 pm - 4:30 pm) Provost Bruno thanked SEC for the memo on grading policy; discussed faculty access to campus under current policy	1. No action was taken.

<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. CAB (AS) – No report. The meeting scheduled for 3/25 was canceled. CAB will roll out an online survey to AH/LLL/SPAS faculty. John to assist Chair D. Chin with the survey implementation. 2. CAPP (CS) – CAPP met 3/25 by Zoom. Discussed CES, questions to Halbert on relationship between CCs and Manoa, draft of possible resolution on Outreach, and Five-week courses. . 3. CFS (TN) – Next meeting is April 7 at 11am. SEC Nominations are open. <ol style="list-style-type: none"> a. Election Timeline <ol style="list-style-type: none"> i. SEC Candidacy Mar 23 - Apr 3 ii. SEC Election Apr 6 - Apr 13 iii. As of March 27, 2020 3:47pm, two nominations received 4. COA (JG) – Next meeting by Zoom April 3rd 2-3 pm. 5. COR (JP) – No report; next meeting 4/8. 6. CPM (TN) – Next meeting is April 21. On March 27, Chair Derrick Higginbotham, CPM Member Kathryn Hoffmann, and SEC Liaison Truc Nguyen attended GEC meeting on March 27. The four areas we brought up were the following: <ol style="list-style-type: none"> a. What constitutes a GenEd course? b. What is the documented need? Student impact? c. Urge consultation at faculty level; seems consultation was at level of Council of Chairs. d. Implementation plan and increase of workload on faculty. 7. CSA (JG) – Currently rescheduling the March 25th meeting via email to allow guest speaker Alex Khaddouma from the UH Manoa Counseling and Student Development Center to attend. 8. GEC (CS) – GEC met April 27 with Derrick Higginbotham, Kathryn Hoffman of CPM, and Truc Nguyen, Liaison, to discuss questions of academic freedom related to possible change from instructor-based to course-based Focus courses, including issues of whether this will help students, and 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. No action was taken. 4. No action was taken. 5. No action was taken. 6. No action was taken. 7. No action was taken. 8. No action was taken.
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	<p>about consultation, and problems for smaller departments. .</p> <p>9. CEE (PM) – No meeting.</p> <p>10. UHPA (AS) – UHPA held a special BOD meeting on 3/28. Status of collective bargaining opener and CBA regular salary raises were discussed.</p> <p>11. WASC (CS) – Met February 28 to propose subcommittees and timeline. First draft due March 27, second April 24, Final in May.</p> <p>12. Educational Excellence Design Team (CS) – Met 3/2 from 10:30 to 11 to review draft “Mānoa Direct Reports.” Area now to be called Academic Excellence. Town Hall scheduled for March 30 from 3 to 4:30 pm.</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) – Meeting Wednesday March 11, 12-1 pm.</p> <p>14. Enrollment Management Committee (TC/BP) – No meeting.</p> <p>15. Student Success Committee (PM) – No meeting.</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) – No mention of plans for any other meetings.</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. Dual EM Positions</p> <p>a. (https://www.uhpa.org/salary-research/executive-management-salaries/) 220 E/M positions. 88 are at Manoa (54 are System level), and 30 are listed as interim (6 at the System level)</p> <p>2. Draft EP 7.XXX</p> <p>3. Reorganization Approval without MFS Consultation</p> <p>4. Common book program, email from AVPAA Deb Halbert; now Laura Lyons and Clem Guthro, UHM Librarian.</p> <p>5. MFS/Congress Meeting on 4/15.</p>	<p>1. Deferred.</p> <p>2. Deferred.</p> <p>3. Deferred.</p> <p>4. Deferred.</p> <p>5. Deferred</p>

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Business	1. None.	1. No action.
New Business	1. Kathryn Hoffman accepted an invitation to attend a meeting on April 6th from 3:30 - 4:00 PM.	
Adjournment	The next meeting of the Senate Executive Committee will be on April 6, 2020.	P. McKimmy made a motion to adjourn; seconded by J. Griswold. Meeting adjourned at 4:30 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on April 6, 2020.