

EXECUTIVE COMMITTEE Agenda

MEETING DATE August 24, 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
Jennifer Griswold	Member	Present
Ann Sakaguchi	Member	Present
Jim Potemra	Member	Present
Tom Conway	Member	Present
Carolyn Stephenson	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
Michael Bruno	Provost	2:30 pm - 3:30 pm
David Lassner	President & CEO	3:30 pm - 4:00 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 McKimmy at 1:36 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The draft minutes of the 8/17/20 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. C. Sorensen Irvine moved to approve the 8/17/20 meeting minutes; seconded by A. Sakaguchi. The minutes were approved with 9 votes in favor; 0 abstention.
Chair's Report	<ol style="list-style-type: none"> 1. Provost Council meeting of 8/24. Most classes online (4% F2F, 10% hybrid, 86% online) and only 34 classrooms are being centrally scheduled. A protocol is in place for cleaning when COVID cases are reported. No CDC guidelines are in place on altering HVAC systems. Enrollment at UHM up 3% and resident enrollments up 14%. 2. SEC testimony provided at 8/20 BOR meeting. Chair interviewed by <i>Star Advertiser</i>. 3. SEC-GEC MOU provided to GEC Chair. GEC Governance Working Group will review and respond in October. 4. Bylaws, Charter, and Rules of Order require review and revision. Annotations on Bylaws have been noted and the document will be forwarded to CAB for review. 5. President Lassner's performance review to include past SEC Chair (AY 2019-2020). 6. National Council of Faculty Senates has their conference scheduled for 9/18-19. 	<ol style="list-style-type: none"> 1. No action. 2. No action. 3. No action. 4. B. Sipes will forward the request for review to CAB. 5. T. Conway will serve on the review as immediate past SEC Chair. 6. T. Nguyen has registered to attend. P.-B. Bovard and C. Sorensen Irvine are considering registering.
Action Items	<ol style="list-style-type: none"> 1. From CFS Aug 18 for recommendation 	<ol style="list-style-type: none"> 1. C. Sorensen Irvine moved to approve A. McKee for a 3-year term on O-Board;

	a. Amy McKee, Academic Advisor, Manoa Transfer Coordination Center, for 3-year term on O Board, 2020–2023	seconded by P.-B. Bovard. Approved with 9 yeahs, 0 nays, and no abstentions.
Guests	<p>1. Provost Michael Bruno (2:30 - 3:30 pm) S. French will work with units to reconcile CARES funds. Provost did not want to be too prescriptive in his communication. Vast differences in faculty knowledge in regards to CARES funds surprises him. Deans' fiscal plans are being evaluated by VCOFA, Provost, and President on Wednesday and the difficulty in meeting cuts will need to be demonstrated to the BOR. Language in the COVID training videos and app is confusing and inaccurate. Social distancing markings are absent in places. Provost says to send suggestions, feedback, and SEC recommendations to covid19@hawaii.edu. For positive COVID-19 cases on campus, a balance between privacy and general welfare guides the release of information. Provost re-affirms that all faculty are not required to submit work plans, according to the HR chart that SEC provided. He recommended that SEC concerns about COVID app data and privacy be directed to VP G. Yoshimi with a cc to Provost. On a bright note, enrollment on UHM campus appears to have increased compared to last year.</p> <p>2. President & CEO David Lassner (3:30 - 4:00 pm) The \$15M TFSF reserve is held at the system for use on any campus. Financial reductions are the same at all campuses. Community colleges are subsidized with state funds more than 4-year institutions who generate a greater percentage of their budgets from non-general funds such as research funds. EM salaries will likely be adjusted at the same percentage as union employee salaries are; some may be at higher percentages. COVID app access to summary data limited to 2 people at UHM. He said that the UHPA-UHM Management Working Group is discussing the issue of incentives. Thoughts on means to save funds are welcome. Consolidation and centralization of services are areas being considered. Sharing within campus and across campuses may reduce the need for multiple similar programs on different campuses.</p>	<p>1. No action.</p> <p>2. No action.</p>

Committee Reports	<ol style="list-style-type: none"> 1. CAB (BS) – No report. 2. CAPP (JP) – First meeting will be Wednesday, 9/2 at 3:00. 3. CFS (TN) – Resignation received from Nathaniel Hartmann SCB (2019-21) created a vacancy on CSA. SEC to communicate to CALL (previous AH, LLL and SPASS) senators that they remain as senators under CALL . The first meeting will be Friday, 8/28 at 11am via Zoom. Both 2019-2020 and 2020-2021 members invited. Past chair invited. GEO director contacted about any board vacancies. 4. COA (PB) – No report. 5. COR (JP) – First meeting will be Wednesday, 9/2 at 2:30. 6. CPM (TC) - No report. 7. CSA (PB) – No report. 8. GEC (CSI) – First meeting 9/3 at 1:30 pm. 9. CEE (TC) – No report. 10. UHPA (AS) – Joint UHPA-UH Workgroup has reached an agreement and MOU was developed. Legislature passed SB285 to include the 1.2% pay increase and Governor has until 8/31 to submit intent to veto. The next UHPA Faculty Forum is on 10/3 via ZOOM. WASC – No report. 11. Mānoa Design Team Committee (CSI) –Draft org charts are completed. Working on responses to concerns expressed in feedback. Next meeting 9/4. 	<ol style="list-style-type: none"> 1. B. Sipes to forward request for Charter, Bylaws, and Rules of Order revisions. 2. No action taken. 3. T. Nguyen will draft a letter for CALL senators. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken. 9. No action taken. 10. No action taken. 11. No action taken.
Unfinished Business	<ol style="list-style-type: none"> 1. None. 	

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Business	<ol style="list-style-type: none">1. Discussion on President Lassner's white paper.2. Senate Leadership Retreat Planning slides are available for review and editing.	<ol style="list-style-type: none">1. Postponed to the next meeting.2. No action.
New Business	<ol style="list-style-type: none">1. Senate consultation EP 5.207 on emeritus status2. Fall and Spring SEC Guest scheduling. SEC will request meetings with President & UHM CEO Lassner every other week for 30 minutes. Provost Bruno will be scheduled opposite weeks from the President for 45 minutes. Interim VCAFO French and VCS Ideta will be scheduled as needed.	<ol style="list-style-type: none">1. Postponed until the next meeting.2. J. Kinder will work with the respective offices to schedule the dates.
Adjournment	The next regular meeting of the Senate Executive Committee will be on August 31, 2020.	T. Conway moved to adjourn; seconded by C. Sorensen Irvine. Meeting adjourned at 4:28 PM.

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on August 31, 2020.