

EXECUTIVE COMMITTEE

MEETING MINUTES

MEETING DATE: **January 28, 2019** **2:00 PM - 5:00 PM**

LOCATION: Hawaii Hall 208

ATTENDANCE: [P = Present; A = Absent; E = Excused]

MEMBERS		MEMBERS		MEMBERS		GUESTS	TIME
Brian Powell, Chair	P	David Duffy, Vice-Chair	P	Ann Sakaguchi, SEC Secretary	P	AVC Ronald Cambra	3:00 PM - 4:00 PM
Stacey Roberts, MFS Secretary, excused 3:45 PM	P	Jennifer Griswold	P				
Carolyn Stephenson	P	David Ross	P	John Kinder - Staff	P		

SUBJECT	DISCUSSION / INFORMATION	ACTION / STRATEGY / RESPONSIBLE PERSON
CALL TO ORDER		The meeting was called to order by Chair B. Powell at 2:00 PM.
REVIEW OF MINUTES	1. The minutes of the January 14, 2019, Senate Executive Committee had been circulated electronically.	1. Motion to approve the January 14, 2019 minutes by Brian Powell. 5 votes in support of approval and 1 abstention.
CHAIR'S REPORT	<p>1. Meeting regarding Grad Council and Program review - overview by Brian, who attended the meeting. Wendy Pearson (OVCAA) requested that all agree to send graduate proposals to OVCAA first and this was agreed upon by the people involved. CAPP agreed to review the graduate proposals and accepted the SEC recommendation. D. Ross questioned if we need to revise the bylaws or Charter of MFS? Brian suggested that perhaps a MOU between Grad Council, SEC and CAPP needs to be drafted.</p> <p>2. Meeting with BOR Chair Lee Putnam After a cordial discussion with SEC Chair Powell, Duffy, Stephenson, Roberts and Sakaguchi, the BOR agenda item to review and approve the President and Provost's positions was moved by Chair Putnam to the February agenda.</p>	<p>1. Brian will set up a meeting with CAPP Chair, SEC Liaison to CAPP (Carolyn), Wendy Pearson and Krystyna Aune.</p> <p>2. No action is taken.</p>

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	<p>3. Mānoa Strategic Plan meetings SEC members were able to attend either the Thursday or Friday session. The reactions to the strategic plan were very different at both sessions. The heated discussion also included concerns about why the Asia-Pacific focus had been eliminated and the meeting was contentious at times.</p>	<p>3. No action is taken.</p>
ACTION ITEMS	<p>1. None</p>	
GUEST	<p>1. Asst. Vice Chancellor Ronald Cambra (3:00 PM) Discussion on General Education; GEC Internal & External reports; GEC's response to the INT & EXT Reports; newly announced tuition decrease and freeze; and some miscellaneous topics.</p> <p>The purpose of the meeting was primarily to discuss the Gen Ed program and to hear Cambra's opinion on its status and functions. Cambra explained that the first contact of freshman class is the introductory classes. His role is to represent the OVCAA on Gen Ed issues. Loss of students in their first and second year including the good students is of concern. It is his belief that the reason behind this is the Gen Ed courses. Gen Ed has not been reviewed for at least 20 years though the plan was to revisit every 10 years. Initially, we had 250 courses that met Gen Ed requirements and it was hard for students to get enrolled; today we have 4,500 courses, which are available system-wide. The Gen Ed external report was glowing in general. Cambra said his position is not in favor of destroying the current Gen Ed model.</p> <p>Issues between Gen Ed and GEO require some attention but exact methodology to address them has to be carefully formulated, perhaps with guidance from the SEC.</p> <p>Retention at Community Colleges is not very good but things look positive on surface because of the reverse transfer that UHM assisted them with to improve their results. The biggest reason for the departure of students is allegedly related to finances.</p>	<p>1. No action is taken.</p>

UNIVERSITY OF HAWAI'I AT MĀNOA FACULTY SENATE

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	<p>Cambra mentioned that they are planning to launch summer advising to address ‘summer melt’ in Summer 2019. ‘Summer melt’ refers to how before payment is submitted, students are distracted to other colleges. The rationale is that if students are engaged through advising opportunities, they are likely to attend UH versus another institution.</p> <p>STEM students are on the increase; A&H students are on the decline.</p> <p>Cambra suggested faculty may want to enroll in the 2019 Summer Institute on General Education and Assessment from June 4-7, 2019 in Vermont.</p> <p>Stephenson asked about the External Report recommendation that course approvals be changed from 5 years to 10 years -- Cambra felt that courses do not change very much. Regarding courses with 3-4 designations, there was some agreement that probably having 1-2 designations might be more conducive.</p>	
COMMITTEE REPORTS	<ol style="list-style-type: none"> 1. CAB (AS) – CAB held a meeting on Tuesday, 1/22/19 in Hawaii Hall 208 at 9:00 AM. New officers Vice-Chair David Ericson and Secretary Graham Crookes were elected. Names of volunteers to the Phase II Reorg committees were forwarded to Chair Powell. The next CAB meeting will be on 1/29/19 with D. Lassner about the reorg proposal. 2. CAPP (CS) –CAPP held a meeting on January 23, 2019. CAPP approved writing resolutions for the 2/20 Senate supporting the change in Academic 	<ol style="list-style-type: none"> 1. No action is taken. 2. No action is taken.

	<p>Actions policy, and supporting the Certificate in Earth and Planetary Exploration. CAPP discussed the relationship of Grad Council to the Senate and agreed to inform the SEC that they felt it was not too much additional work for CAPP to review Grad Council proposals if Grad Council is found not to be a Senate committee. In the course of reviewing the history, the chair found that the Senate's public archive was inaccessible. A member of CAPP is offering his assistance to help the Senate office bring this up to date. CAPP notified Hae Okimoto that faculty had not received notification that course evaluation results were ready at the end of Fall 2018 semester and asked that faculty be notified next semester, as was previously done. CAPP examined the Re-org proposal and sent their comments on problematic process and content to both CAB and SEC. The next CAPP meeting will be on February 6, 2019 in Hawaii Hall from 3:00 PM - 4:30 PM.</p> <p>3. CFS (DR) – No report. CFS canceled their meeting on January 22nd. J. Kinder will prepare a draft Spring announcement for ad hoc committee upcoming vacancies for the 2019-20 AY. In addition, CFS invite Holm Smidt (Election platform architect) to review the new platform.</p> <p>4. COA (JG) – No report. The next meeting is scheduled on 1/30/19 in Hawaii Hall 208 at 3:00 PM.</p> <p>5. COR (DD) – COR held a meeting on January 23, 2019. Considered the carbon-offset issue at SSRI. The committee proposed cutting \$20 off each \$2000 travel award of RTRF funds. The proposal is being reconsidered as it bureaucratically problematic. Awardees would have to write checks back to the University. COR suggested that it would be more productive and simpler for faculty involved in organizing meetings in Hawaii to advocate that a carbon offset be included in registration fees, as some meetings are already doing. Reorg--comments due tomorrow. Not going to happen. COR is going to use their original draft resolution from the fall, incorporate new</p>	<p>3. No action is taken.</p> <p>4. No action is taken.</p> <p>5. No action is taken.</p>
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	<p>comments, and send to CAB on Monday in hopes this will be useful for CAB's meeting with President Lassner on 29 January.</p> <p>6. CPM (SR) – No report. Next CPM meeting: February 6, 2019 at 4:00 p.m.</p> <p>7. CSA (JG) – No report. The next CSA meeting will be on 2/13/19 in Hawaii Hall 208 at 2:30 PM.</p> <p>8. GEC (CS) -GEC met 1/25/19 and approved 4 course-based proposals (2 foci each) and three instructor-based proposals (3 foci each). They decided not to remove double-dip chart from the catalogue, but to revise. O-Board proposed dropping from 5 to 4 WI focus courses and increasing to 2 O courses. A handout was distributed on working group assignments and charges: governance, assessment, and curriculum. Next GEC will be February 8 at 10:30 a.m.</p> <p>9. CEE (DR) – No report. Next meeting is 2/6/2019 in Hawaii Hall 208 at 1:30PM.</p> <p>10. UHPA (AS) – UHPA sent a letter to the President on 1/23/19 regarding their position on the Phase I reorg proposal. They have expressed numerous concerns including the combining of the positions, respective roles, fiscal and budgetary authorities, lack of recognition of power differential between provost and chancellor, to name a few examples. It is also UHPA's position that the BOR approve a national search for the provost given that it involves a significant shift in responsibility and control, rather than simply assigning someone from existing personnel. The UHPA Board will be meeting next on 2/2/19 but not on the aforementioned matter.</p>	<p>6. No action is taken.</p> <p>7. No action is taken.</p> <p>8. No action is taken.</p> <p>9. No action is taken.</p> <p>10. No action is taken.</p>
UNFINISHED BUSINESS	1. None	

<p>BUSINESS</p>	<ol style="list-style-type: none"> 1. CAPP resolution “<i>Supporting the Proposal to Revise the Undergraduate Academic Actions Policy</i>” to be placed on agenda for 2/20/19 Senate meeting. 2. Provide list of names for Phase II Working Committees: (tentatively) <i>Educational Excellence</i>-Carolyn/David Ericson <i>Student Success</i>-Jennifer/Justin Clapp <i>Research, Scholarship and Graduate Studies</i>-David Duffy/Brent Sipes <i>Enrollment Management</i>-Stacey Roberts/Graham Crookes <i>VP Administration/Chief Business Officer</i> -David Chin/Ann Sakaguchi <i>Chief Business Officer Data Analytics Team</i>-Brian Powell/Youping Deng <i>Equity/Climate/Conflict Resolution</i>-David Ross/Anna Feuerstein 3. Discussion on UHM Reorganization Proposal to write SEC’s position on reorg. Problem? How is the State benefitting? Why is the Longanecker /WICHE report being ignored? Remind BOR that they have fiduciary responsibility and that WASC requires campus to have full-time CEO and CFO. CAB--what to do with the politics? Any clarity in this model, eg hybrid model. Money should be saved through cutting of positions. What kind of of WASC commitment do you have and do you have it in writing? To send to Robert tonight and share with the rest of the committee 4. Discussion on GEC response Table discussion to a later date. J Kinder to set up meeting with Christine Beale, GEO Dir. 5. Discussion on UHM Strategic Plan To be continued till later date. 6. Reorganization Proposal: Outreach College To be postponed till 4/19/19 MFS meeting. 	<ol style="list-style-type: none"> 1. Motion was made by Carolyn to place on 2/20/19 MFS agenda and Jennifer seconded. Unanimously approved. 2. action. 3. action. 4. No action is taken. 5. No action is taken. 6. No action is taken.
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MĀNOA FACULTY SENATE

ADJOURNMENT	The next meeting of the Senate Executive Committee will be on 2/4/19, in Hawaii Hall 208.	Motion to adjourn by David Duffy; seconded by Carolyn Stephenson. Meeting adjourned at 5:02 PM

Respectfully submitted by Ann Sakaguchi, Secretary

Approved unanimously on February 4, 2019.