

**EXECUTIVE COMMITTEE
Minutes**

MEETING DATE September 21, 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 |
|-------------------------|-------------------|-------------------|
| David Lassner (Invited) | President and CEO | 3:30 pm - 4:00 pm |
| Carolyn Stephenson | Guest | |

MĀNOA FACULTY SENATE

| Subject | Discussion/Information | Action / Strategy / Responsible Person |
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| Call to Order | | The video conference meeting was called to order by Chair McKimmy at 1:34 PM. |
| Review of Minutes | 1. The draft minutes of the 9/14/20 Senate Executive Committee were circulated electronically. | 1. C. Irvine moved to approve the minutes. T. Conway seconded the motion. The minutes were approved with 6 ayes and 0 abstentions. |
| Chair's Report | <p>1. Senate Debriefing - Senators will be asked to identify as "Name, Senator). A generic "Vote on the motion" will be used. Anonymous questions will not be accepted. Responsibilities will be shared among SEC member co-hosts.</p> <p>2. Robert's Rules of Order 12th edition allows for executive sessions.</p> <p>3. September BOR meeting - Many speakers and much testimony received. SEC and UHPA President had similar messages. BOR recognized that faculty voice is important.</p> | <p>1. SEC members, as meeting co-hosts, will default vote as "yes, in favor" unless Senate Secretary T. Nguyen receives a private message otherwise. J. Kinder will relabel participants as needed. C. Irvine will moderate questions and answers. Other SEC members will monitor Zoom chat. T. Nguyen will provide a video explaining voting procedures, vote tabulation, and vote audit.</p> <p>2. J. Kinder will incorporate an Executive Session on the SEC agenda template.</p> <p>3. SEC may consider forming a standing Distance Education Committee.</p> |

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| Action Items | <ol style="list-style-type: none"> 1. A Special Election for vacant seats was proposed to begin at 3:00 pm on 9/21. 2. CFS unanimously recommends S. Sand to fill a 1-yr seat (CTAHR 2020–2021) and T. Miura to fill a 2-yr seat (CTAHR 2020–2022) as nominated by CTAHR Faculty Senate. | <ol style="list-style-type: none"> 1. T. Nguyen moved to open elections at 3 pm. C. Irvine seconded. Motion passed unanimously with 6 ayes and no abstentions. 2. C. Irvine moved to approve CTAHR nominees as MFS senators. T. Conway seconded. Motion passed unanimously with 6 ayes and no abstentions. |
| Guest | <p>President & CEO David Lassner</p> <p>The Athletics Blue Ribbon Panel was formed because of the role athletics plays in the community compared to the academic programs of the university. A report from the Blue Ribbon Panel was requested by the end of 2020. The presentation by C. Fern UHPA Executive Director was accurate about the Collective Bargaining Agreement. President Lassner pointed out that the R-20 document was a result of senate action. A retirement incentive idea has been shared with UHPA. As for the GEER funding, COE participation will be considered but ITS is taking the lead. The budget looks less bad for this year but worse for the subsequent at 3-4 years. President Lassner asked what the Senate’s role is or how the Senate can begin a dialog across departments and across faculty classifications.</p> | <ol style="list-style-type: none"> 1. No action taken. |

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| Committee Reports | <ol style="list-style-type: none"> 1. CAB (BS) – The committee is drafting a resolution of censure based upon that lack of early consultation for the recommendations released. The committee will meet on 9/22. 2. CAPP (JP) – CAPP submitted testimony to the 09/17/20 BOR meeting supporting faculty oversight of curricular matters, listing the BOR, union, and Faculty Senate documents requiring this, and requesting the BOR to direct the Manoa administration to follow these requirements. The next scheduled CAPP meeting is 9/23. 3. CFS (TN) – Next CFS meeting is scheduled for 9/25. Nominees forwarded 9/17 from CTAHR Senate for the. CFS recommended two names for vacant CTAHR MFS seats to SEC. CFS is preparing a special election for vacant senate seats. Committee will seek replacements for resignations on the Diversification Board and CEE. 4. COA (PB) – Kenneth Lawson has agreed to be Chair. Telehealth will be discussed. 5. COR (JP) – The next meeting will be 10/7 with VCR Kameoka invited. 6. CPM (TC) - Scheduling meeting for the first week in October. 7. CSA (PB) – Next meeting will be 9/28. The committee will be reviewing last semester’s work. 8. GEC (CSI) – The committee met 9/17. The SEC written response to 1-year report and SEC response to the internal and external review will be discussed at SEC. Key concerns were the transfer policy and WICHE passport. The GEO Director indicated that those initiatives did not begin with the GEC, but rather System. The draft SLOs for Diversification were discussed as well as the draft SEC-GEC MOU. Governance document should align with the proposed MOU. Policy is the purview of the Senate. | <ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. No action taken. 4. No action taken. 5. No action taken. 6. No action taken. 7. No action taken. 8. No action taken. |
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| | <p>9. CEE (TC) – Next meeting 9/28.</p> <p>10. UHPA (TC) – The Fall Faculty Forum will be held on 10/3.</p> <p>11. WASC – No report.</p> <p>12. Mānoa Design Team Committee (CSI) – The Design Team is editing responses to feedback with the next meeting on 9/25.</p> | <p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. This item will be removed from future agendas.</p> <p>12. No action taken.</p> |
| Unfinished Business | <p>1. Administrative consultation - The differences in understanding of consultation, discussion, input, and participation between administration and faculty was discussed. The draft Administrator Guidance on Shared Governance was reviewed with edits to be completed by 9/23.</p> | <p>1. SEC to review and make suggestions, provide examples for next meeting.</p> |
| Business | <p>1. Whistleblower hotline - needs , who answers it, etc.: Either email or link should explain better.</p> <p>2. Provost Bruno providing time frame for reorganizations.</p> <p>3. Chair-to-Senate communications.</p> <p>4. SEC response to the GEC Internal & External Reports</p> <p>5. SEC roles for next Senate meeting</p> <p>6. Recordings of Senate meetings.</p> | <p>1. J. Potemera will draft a letter to President Lassner asking for more explanation of the process.</p> <p>2. Chair McKimmy received and shared Provost Bruno's response.</p> <p>3. Postponed to next meeting.</p> <p>4. SEC will set a special time or agenda item for GEC issues.</p> <p>5. Discussed and noted under Senate debrief.</p> <p>6. Postponed to next meeting.</p> |
| New Business | <p>1. Special meeting of the SEC regarding consultation and communication faculty and response to administration.</p> | <p>1. Special SEC meeting called for Wednesday, 9/23 at 2:00 pm.</p> |
| Adjournment | <p>The next regular meeting of the Senate Executive Committee will be on September 28, 2020.</p> | <p>T. Conway moved to adjourn; seconded by J. Potemera. The meeting was adjourned at 4:34 pm.</p> |

Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on September 28, 2020.