

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE August 26, 2019
MEETING TIME 2:00 PM - 5:00 PM
LOCATION Hawaii Hall 208

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 Stephensen	Member	Present
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present
Brian Powell	Member	Excused
David Duffy	Member	Present
David Ross, arrived at 2:25 PM.	Member	Present
Stacey Roberts	Member	Excused

Guests

Name	Role	Time
Neal Milner	Guest	2:30 pm - 3:15 pm
Susan Park	Guest	2:30 pm - 3:15 pm

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Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Chair T. Conway at 2:00 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 8/12/19 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. A. Sakaguchi made a motion to approve the 8/12/19 meeting minutes; seconded by T. Conway. The minutes were approved 6 in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. ACCFSC update. Newly elected Co-Chairs are Thomas Conway (Mānoa) and Michael Cawdery (Leeward). Bylaws and Charter amendments approved by both ACCFSC as well as UH President. BOR Liaison Ernest Wilson, Jr. 2. New Faculty Orientation presentation update 3. Schedule Liaison Kickoff meetings 4. Senate advisor on parliamentary procedure 5. No SEC meeting on Sept. 2 (Labor Day Holiday) 6. SEC Listserv update 7. UHMFS Office - Administration SEC Guest invitations 	<ol style="list-style-type: none"> 1. No action taken 2. No action taken 3. No action taken 4. P. McKimmy made a motion to make Truc Nguyen the 2019-20 SEC advisor on parliamentary procedure; A. Sakaguchi seconded and it was approved by the SEC with 7 votes in favor, 0 abstentions. T. Nguyen was asked to present to UHMFS on 9/18/19 regarding Robert's Rules. 5. N/A 6. J. Kinder will remove former SEC members (DR, BP, DD and SR) from the SEC email lists; D. Duffy made motion, T. Conway seconded, passed 8-0 7. J. Kinder will invite President Lassner and Provost Bruno for semi-monthly SEC visits. iVCAFO S. French and iVCS L. Ideta will be invited to meet with the SEC as needed.
Action Items	<ol style="list-style-type: none"> 1. CFS recommends the following appointments: <ol style="list-style-type: none"> a) Andrew Zhang (AH) be reappointed for another 3-year term on the Contemporary Ethical Issues Board 	<ol style="list-style-type: none"> 1. Motion by D. Duffy to appoint A. Zhang to another term on the E-board; and appoint R. Lipske for a term on the WI-Board,

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	b) Robert Lipske (OUTREACH) be assigned to a 3-year Writing Intensive Focus Board.	seconded by A. Sakaguchi. The motion passed 8-0.
Guest(s)	1. Neal Milner and Susan Park of the Ombudsman Office (2:30 PM - 3:30 PM) Discussion.	1. No action taken

<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. CAB (AS) – CAB will hold its first meeting on Friday, 8/30/19. 2. CAPP (CS) – CAPP first meeting will be on Aug 28 at 3:00 PM. 3. CFS (TN) – a) Chair J. Foster forwarded two faculty recommendations to the SEC for consideration. (See today’s SEC action items). b) Jackie Ng-Osorio, SONDH Senator (2018-20 senate term) resigned at the end of the 2018-19 AY. Last week J. Ng-Osorio wrote to be reinstated as she is still employed with SONDH. c) First CFS meeting for 2019–2020 will be Sep 4, 2019 from 3:30-5pm in Castle Memorial Hall Room 130. 4. COA (JG) – Met with previous 2018-2019 COA members on 8/23/19 to discuss the COIA request for information regarding the use of student athlete images due 8/26/19. FAR Scott Stinnet reached out to David Matlin regarding current UH policy. JG reported that Matlin did provide the policy and this may settle the issue. 5. COR (JP) – No report. 6. CPM (TN) – First meeting for 2019–2020 is scheduled for Sep 11, 2019 from 3-5pm in Hawaii Hall Room 208; may change. 7. CSA (JG) – No report. 8. GEC (CS) - GEC is trying to determine a meeting time. 9. CEE (PM) – The first CEE meeting is scheduled on Aug 28 at 1:30 PM. PM also raised the issue that the CEE has low membership (3) and has not been active recently. One option would be to move CEE as a subcommittee of CAPP, although it was recognized that CAPP is already busy. It was also cautioned that CEE not take direction from the Assessment Office. 10. UHPA (AS) – UHPA had a Board meeting on 8/24/19. The new Faculty luncheon last week was well received. UHPA also gave a presentation at the new faculty orientation. 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. D. Duffy moved that the SEC simply decline Ng-Osorio’s resignation, thus keeping her Senate position active. A. Sakaguchi seconded the motion and it was approved 8-0.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 9. P. McKimmy will ask CEE to consider how it can best serve the UHMFS in the future. 10. No action was taken.
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	<p>11. WASC (CS) – No report.</p> <p>12. Educational Excellence Committee (CS/AS) -The committee discussed broad purposes of the proposed VPEE office last week. On Aug 26 the committee met with the Director of Interdisciplinary Studies (Amy Schiffner).</p> <p>13. Equity, Climate and Conflict Resolution Committee (JG) - No Report.</p> <p>14. Enrollment Management Committee (TC/BP). No report</p> <p>15. Student Success Committee (PM) -</p> <p>16. Research, Scholarship and Graduate Studies Committee (JP/TN) - No meeting since July 26.</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. Filling GC representative roles from SEC or CAPP; CAPP's request from last year</p> <p>2. C. Stephenson reported on a meeting between Grad Division (Krystyna Aune, Julie Maeda), OVCAA (Wendy Pearson) and the SEC (CS and Brian Powell). At issue is how new graduate programs/certificates get approved. An agreement was made to have such proposals go from Grad Division, to OVCAA office and then to CAPP (rather than the SEC) for review and presentation at the UHMFS meeting. UHMFS representation on Grad Council was also discussed at the meeting; SEC will continue to appoint two members (from SEC and CAPP).</p>	<p>1. No action taken</p> <p>2. No action taken</p>

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Business	<ol style="list-style-type: none">1. Does this SEC want to receive “finalized” reorg components as they are ready per Provost?2. Compensation for student athletes when their name, image, or likeness is used; refer to COA3. Schedule the 2019-20 Chairs’ Retreat4. Mauna Kea protests and student accommodations5. UH Ethics Committee nominations; J. Kinder forwarded this to CFS.6. Assign a committee to review the orientation process for new faculty?	<ol style="list-style-type: none">1. T. Conway will ask Provost for components as they are ready, however the SEC will not respond until all components are available.2. J. Griswold will have COA forward their report to Kelly Withy, COIA Rep.3. Deferred4. Deferred5. No action taken.6. T. Nguyen will bring this to CPM to decide how to proceed, e.g., draft a resolution asking that UHMFS be involved in vetting the new faculty orientation agenda.
Adjournment	The next meeting of the Senate Executive Committee will be on September 9, 2019.	D. Duffy made a motion to adjourn; seconded by D. Ross; motion passed 8-0 Meeting adjourned at 5:00 PM.

Respectfully submitted by Jim Potemra, SEC Secretary

Approved unanimously on September 9, 2019.