

EXECUTIVE COMMITTEE Minutes

MEETING DATE December 14, 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	Excused
Brent Sipes	SEC Secretary	Excused
Truc Nguyen	MFS Secretary	Present
Penny-Bee Bovard	Member	Present
Tom Conway	Member	Present
Jim Potemra	Member	Present
John Kinder	Staff	Present

Guests

Name	Role	Time
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 P. McKimmy at 1:37 PM.
Review of Minutes	<p>1. The draft minutes of the 12/7/20 Senate Executive Committee were circulated electronically.</p> <p>2. The SEC minutes of 11/30/2020 were revised and approved (note the only change was CAB Chair's modification to the part where he appeared as guest "represented CAB's agreement with the SEC about a need for EM position recruitment; SEC commented that they were unsure why a previous statement signifying recruitment for EM positions was removed from the Phase 2 documents; SEC raised the idea of an Interim EM policy regarding appointments, recruitment, and timelines similar to other institutions which CAB will investigate".</p>	Hearing no objections, Chair McKimmy declared the minutes approved by acclamation.
Chair's Report	<p>1. UHM 2025 Strategic Plan to be released this week</p> <p>2. Consultative groups 12/9/20 meeting notes; most of the discussion focused on budget issues, including the savings from various actions such as the Phase-2 Reorg and executive cuts.</p> <p>3. Discussion on holding an Executive Committee meeting on December 28.</p>	<p>1. No action taken.</p> <p>2. No action taken.</p> <p>3. Agreement to cancel the 12/28 SEC meeting. John will email the President and Provost who were scheduled as guests.</p>
Action Items	1. None	
Guest(s)	<p>David Lassner, President & CEO (3:30 pm - 4:00 pm)</p> <p>Discussion topics included the furlough (deferred to Union) and the replacement of Amrita Mallik on the CCC (deferred to Provost). President Lassner brought up the on-going issues with GenED and asked the SEC to think about ways to improve things.</p>	1. No action taken.

<p>Committee Reports</p>	<ol style="list-style-type: none"> 1. CAB (BS) – No report. 2. CAPP (JP) – CAPP met on 12/9 and went through the proposal for a certification on sexuality studies and a separate one on creative media. There was also discussion about the working relationship with the Graduate Council. 3. CFS (TN) – Bylaws revision recommended to Article IV. Section 1. k. (p.10, add as 2nd line to 2nd paragraph). “CFS may also nominate one-year alternate appointments for non-senator positions to committees with their own governing documents.” Will look at the number of issues referred to CAB and CAPP and whether it’s a high load in consideration of service. Draft motion from SEC on Grad Council will be reviewed online and comments will be sent soon. Allowance for electronic meetings in bylaws were discussed; CFS has serious concerns about managing participation and a valid voting structure and would like more time to discuss. Spring 2021 meetings are Jan 15, 29, Feb 12, 26, March 12, 22, April 9, 23, May 7. Most at 9am-10am except March 22 10-11am. 4. COA (PB) – Next Meeting 1/21/2021 at 300pm. D. Matlin is guest speaker. 5. COR (JP) – No report; next meeting in January. 6. CPM (TC) – Met 12/ 9 and reviewing the Alice Ball situation. 7. CSA (PB) – CSA meeting 12/11/2020 at 1100am. Invited guest Maya Ward, Vice President of GSO. Top 3 challenges for graduate students during pandemic: 1) Mental health issues; 2) Motivation issues; 3) Job and career uncertainties. CSA has also volunteered to assist with the ASUH student survey in spring 2021 with COA. Next meeting in January 2021 to be determined via a Doodle Poll by Lisa Uyehara, Chair. 8. GEC (CSI) – No report. 	<ol style="list-style-type: none"> 1. No action taken. 2. No action taken. 3. Transmit recommended bylaws revision to CAB. 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) – Meeting 12/14 to review CEE bylaws feedback.</p> <p>10. UHPA (TC) – Responded to Gov. Ige furlough plan for Jan. 1, 2021.</p> <p>11. Budget Prioritization Metrics (BS, CSI) – No report.</p>	<p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. P. McKimmy to inquire on next meetings and attend if both C. Irvine and B. Sipes are unavailable.</p>
Unfinished Business	<p>1. None</p>	
Business	<p>1. Standard Operating Procedures (SOP) for MFS Website “issue” posting and updates</p> <ul style="list-style-type: none"> ● Post an item when the SEC refers it to a committee with a date and list it as "under review". <ul style="list-style-type: none"> ○ If the committee declines the referral, change to "closed" unless referred to another committee. <ul style="list-style-type: none"> ■ If referred to another committee, leave it as "under review". ○ If the committee takes another action or closes the issue, post under "closed" with a copy or note about whatever action was taken. ● If a committee takes up issues (without SEC referral) those also should be in the "under review" category when noted in their minutes; committee chair to notify SEC. ● If a committee proposes a resolution or motion, 	<p>1. action taken.</p>

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	<p>post it once SEC has agreed to place it on the MFS agenda.</p> <ul style="list-style-type: none"> Once MFS has taken action, post it as appropriate under (1) Passed by MFS or (2) Closed, or (3) keep it under review (e.g. if sent back for more discussion). <p>2. Graduate Council motion; the CAPP Chair expressed concern with this and asked either for the SEC to drop it entirely or engage CAPP in discussions.</p> <p>3. Review of MFS meeting agenda and process</p>	<p>2. The SEC will post this reso as draft for all committees to comment on when ready..</p> <p>3. No action taken.</p>
New Business	1. MFS site updates (standing)	1. No action taken.
Adjournment	The next regular meeting of the Senate Executive Committee will be on December 21, 2020.	Having no further business and hearing no objections, Chair McKimmy adjourned the meeting at 4:20 PM.

Respectfully submitted by Jim Potemra, acting SEC Secretary.

Approved unanimously on December 21, 2020.