

EXECUTIVE COMMITTEE Meeting Minutes

MEETING DATE December 9, 2019
MEETING TIME 1:30 PM - 4:30 PM
LOCATION Hawaii Hall 208

Attendance

Members

Name	Role	Attendance
Tom Conway	Chair	Present
Paul McKimmy	Vice-Chair	Present
Jim Potemra	SEC Secretary	Present, via video conference
Ann Sakaguchi	MFS Secretary	Excused
Carolyn Stephenson	Member	Excused
Jennifer Griswold	Member	Present
Truc Nguyen	Member	Present, arrived at 3:11 pm
John Kinder	Staff	Present

Guests

Name	Role	Time
S. Kraft-Terry & J. Brown	Academic Advisors	2:30 pm - 3:30 pm

MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
Call to Order		The meeting was called to order by Chair Conway at 1:35 PM.
Review of Minutes	<ol style="list-style-type: none"> 1. The minutes of the 12/02/19 Senate Executive Committee were circulated electronically. 2. The minutes of the 11/25/19 Senate Executive Committee were circulated electronically. 	<ol style="list-style-type: none"> 1. J. Griswold made a motion to approve the 12/02/19 meeting minutes; seconded by P. McKimmy. The minutes were approved 3 votes in favor; 0 abstentions. 2. P. McKimmy made a motion to approve the 11/25/19 meeting minutes; seconded by J. Griswold. The minutes were approved 3 votes in favor; 0 abstentions.
Chair's Report	<ol style="list-style-type: none"> 1. SEC Liaison Updates 2. Student Fee Advisory Report: UH Children's Center Fee Increase Hearing - Thursday, December 12, 2019 	<ol style="list-style-type: none"> 1. Discussed. 2. Chair Conway to attend meeting.
Action Items	<ol style="list-style-type: none"> 1. December 18 MFS Meeting 2. SEC December 23rd Meeting 	<ol style="list-style-type: none"> 1. P. McKimmy will check with CAPP Chair Sorensen to see if the CAPP reso can wait until Spring. If so, the December UHMFS meeting will be canceled. 2. Meeting will be canceled.
Guest(s)	<ol style="list-style-type: none"> 1. S. Kraft-Terry & J. Brown (2:30-3:30 pm) <i>Excellence in Academic Advising</i> Report 	<ol style="list-style-type: none"> 1. Reviewed along with Q & A session.

Committee Reports	<ol style="list-style-type: none"> 1. CAB (AS) – No report; Dec. 6th meeting was canceled. CAB Chair David Chin prepared semi-annual report for the SEC and circulated this to CAB members for review and comments. 2. CAPP (CS) – No report; last meeting was held on Nov 27. 3. CFS (TN) – No report; next meeting Dec 11, depending on items from SEC, if any. 4. COA (JG) – Discussed student athlete mental health on campus and new positions for mental health professionals across the UH System. Spring meetings not yet scheduled. 5. COR (JP) – COR met on Dec 3rd with guest Interim Research Integrity Officer Victoria Rivera. Victoria gave a presentation about foreign influence in research, and COR was encouraged to inform their various departments of the various policies. In short, faculty are encouraged to disclose any/all interactions with foreign countries that involves compensation. 6. CPM (TN) – No report; next meeting Dec 20. 7. CSA (JG) – No report. Next meeting Dec 13. 8. GEC (CS) – No report. 9. CEE (PM) – No report; last meeting was held on Nov 12. 10. UHPA (AS) – No report; last BOD meeting was Nov 2. Next BOD meeting Jan 11 at 8:30am. 11. WASC (CS) – Met Nov. 22 to hear recs. from External Review on Excellence in Academic Advising, plans for Interdisciplinary Studies, and UROP. Next meeting December 19. 12. Educational Excellence Design Team (CS) – No report; last meeting was Dec 2. 	<ol style="list-style-type: none"> 1. No action was taken. 2. No action was taken. 3. 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. No action was taken. 10. No action was taken. 11. No action was taken. 12. No action was taken.
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	13. Equity, Climate and Conflict Resolution Committee (JG) – No report; last meeting was Nov 25th. 14. Enrollment Management Committee (TC/BP) – No report. 15. Student Success Committee (PM) – Nov 7 and 20; December 5 meetings canceled. No report. 16. Research, Scholarship and Graduate Studies Committee (JP/TN) – Nothing since last report.	13. No action was taken. 14. No action was taken. 15. No action was taken. 16. No action was taken.
Unfinished Business	1. GenEd Resolution request regarding change in Governance document. 2. Topics/questions for VPA J. Gouveia, for 12/16/19 <ul style="list-style-type: none"> space inventory/classroom use funds for retiring labs and equipment 3. Discussion on Memorandum - <i>Plan to Move Extension Courses from Outreach College to Day Session</i>	1. Action deferred.. 2. J. Kinder to send discussion topics to J. Gouveia. 3. No action until a formal proposal is received.
Business	1. Discussion on revised charge for the <i>Parking Task Force Committee</i> 2. <i>Discussion on the General Education Committee Resolution</i>	1. Discussion deferred until the next SEC meeting. 2. T. Conway will refer this to CAB
Adjournment	The next meeting of the Senate Executive Committee will be on December 16, 2019.	J. Griswold made a motion to adjourn; seconded by T. Nguyen. Meeting adjourned at 4:35 PM.

Respectfully submitted by Jim Potemra, SEC Secretary.

Approved unanimously on December 16, 2019.