

## EXECUTIVE COMMITTEE Minutes

**MEETING DATE** February 8, 2021  
**MEETING TIME** 1:30 PM - 4:30 PM  
**LOCATION** Virtual meeting via Zoom

### Attendance

#### Members

Name	Role	Attendance
Paul McKimmy	Chair	Present, excused at 3:40 pm
Christine Sorensen Irvine	Vice Chair	Present, acting Chair at 3:40 pm
Brent Sipes	SEC Secretary	Present
Truc Nguyen	MFS Secretary	Present, arrived 1:35 pm
Penny-Bee Bovard	Member	Present
Tom Conway	Member	Excused
Jim Potemra	Member	Present
John Kinder	Staff	Present

#### Guests

Name	Role	Time
Michael Bruno	UHM Provost	2:45 pm - 3:30 pm

# MĀNOA FACULTY SENATE

Subject	Discussion/Information	Action / Strategy / Responsible Person
<b>Call to Order</b>		The video conference meeting was called to order by Chair P. McKimmy at 1:33 PM.
<b>Review of Minutes</b>	The draft minutes of the 2/1/20 Senate Executive Committee were circulated electronically and election timeline dates added.	Hearing no objections, Chair McKimmy declared the minutes approved by acclamation with 0 abstaining.
<b>Chair's Report</b>	<ol style="list-style-type: none"> <li>1. Consultative Bodies: Vice Chair Sorensen Irvine provided notes; the Long Range Planning for Post Pandemic Hawaii was a major focus; DOH will not allow UH to be a POD for vaccinations on campus.</li> <li>2. February 15 is the Presidents' Day State Holiday: No SEC meeting will be held. The next SEC meeting will be 2/22.</li> <li>3. Senate Agenda: Today is the deadline for committee submission for consideration for the 2/17 meeting; CAB has submitted several items.</li> <li>4. Bookstore Ad Hoc Committee: A message was drafted and circulated.</li> </ol>	<ol style="list-style-type: none"> <li>1. No action taken.</li> <li>2. No action taken.</li> <li>3. No action taken.</li> <li>4. Addressed under unfinished business.</li> </ol>
<b>Action Items</b>	<ol style="list-style-type: none"> <li>1. MOU Regarding Relationships Among the Mānoa Faculty Senate, the Senate Executive Committee, the General Education Committee, the General Education Office, the General Education Boards, and the Office of the Vice Chancellor for Academic Affairs: Suggested change in final arbitrator language was accepted by GEC.</li> </ol>	<ol style="list-style-type: none"> <li>1. Vice Chair Sorensen Irvine moved and J. Potemra seconded to approve the MOU. The motion passed unanimously with no abstentions. J. Kinder and Chair McKimmy will prepare a memo and circulate amongst parties for signatures. Chair McKimmy will include information on the MOU in his report to the Senate.</li> </ol>

<b>Guest(s)</b>	<b>Provost Michael Bruno</b>  The CARES Office will have salary and operating budgets. UH opposes State Senate Bill 1394 requiring R-faculty to contribute 25% of their salary from RTRF. Increasing student athletic fees is not in the cards nor is movement of personnel from S to G funds. Prioritization for hiring will involve units arguing their case and the hope is consensus will be reached for the first wave of hiring. A vaccination message is pending at the President's office. DOH has prioritized DOE over UH. Four waves of UH vaccination are planned - (1) in person workers, (2) on campus staff, (3) on-campus student and student athletes, (4) everyone remaining.	1. Provost was asked to share recent Phase II modifications in response to comments/feedback with CAB.
<b>Committee Reports</b>	1. CAB (BS) – EM Appointment resolution passed out of committee unanimously; EM Interim resolution delayed; Asked about what happens after resolution passed by Senate and any obligation of BOR to take action; Phase II reorganization reconsidered and will seek thoughts from other committees; Charter, Bylaws, and Rules of Order amendments passed out of committee unanimously; Next meeting 2/10.  2. CAPP (JP) – No report; Next meeting 2/10.  3. CFS (TN) – Additional review showed 120 faculty who have duo- or triple-appointments; Reviewed and approved message for MFS Office to send multi-constituency clarification email to 140 faculty members; Email sent 2/05; Reaching out to the Director of the GenEd Office to share upcoming vacancies on GenEd boards; Have not received a response about Better Tomorrow Speaker Series Senate representative; Next meeting 2/12.  4. COA (PB) – Next meeting 2/11; K. Withey's, who serves as the Vice-Chair of Coalition on Intercollegiate Athletics (COIA), term as the Mānoa representative ends in 2021; <i>Per COIA</i>	1. J. Kinder will summarize the past 10 years of SEC membership by constituency.  2. No action taken.  3. The committee will evaluate proposed Charter, Bylaws, and Rules of Order proposed amendments for issues.  4. The committee will address COIA representative for 2022. The committee will look at Bylaws to ensure

	<p><i>By-Laws: (1) Faculty COIA Representative. The term of service of the faculty COIA representative shall be at the discretion of the member senate or its executive committee. (2) Faculty senates are encouraged to elect tenured faculty to serve as COIA representatives because of the protection such status provides. P.-B. Bovard will attend COIA National Meeting 2/19-2/20.</i></p> <p>5. COR (JP) – No report; Next meeting 2/18.</p> <p>6. CPM (TC) – Considering initiating an annual Alice Ball award to honor graduate students for outstanding research that benefits the people of Hawai‘i. The committee is looking into increasing faculty access to resources for advocacy and support regarding harassment or discrimination.</p> <p>7. CSA (PB) – Working on a resolution to increase student health and well-being; Met with JABSOM, Drs. G. Busch, T. Guerrero, A. Tanouye, and D. Goebert who will provide supporting data.</p> <p>8. GEC (CSI) – Reviewed first Thematic Pathways submission - on Sustainability; Will invite authors to a GEC meeting to discuss; Once the application is final, it will be shared with the SEC in preparation for discussion; Blue Sky and Tinkering groups met and began reviewing Gen Ed models from other institutions and discussing core competencies; With R. Cambra’s retirement and the proposed Phase II reorganization, discussed the appropriate administrator to invite to GEC; iAVCAA L. Lyons or her designee will be invited; A new collection of teaching resources for Foundations Written Communication is now published: <a href="https://manoa.hawaii.edu/gened/resources/tr/w/foundations-writing/">https://manoa.hawaii.edu/gened/resources/tr/w/foundations-writing/</a> Discussed the GEC/SEC/OVCAA Memorandum of Understanding (MOU) and revised item # 11 to</p>	<p>language regarding NCAA and Provost is accurate.</p> <p>5. No action taken.</p> <p>6. No action taken.</p> <p>7. No action taken.</p> <p>8. B. Sipes moved and J. Potemra seconded that SEC concurs with the OC Board that this is a minor modification. The motion passed by acclamation. Vice Chair C. Sorensen Irvine will convey concurrence to GEC.</p>
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	<p>remove reference to other committee besides SEC and voted to approve and forward to SEC to begin the signature process; The Oral Communications Board is requesting a change to OC Hallmark #1 to reduce confusion for instructors as 4 credit hour courses may reduce their OC content to 30%; Board would like to make the 4 credit courses consistent with 3 credit courses at 40% for OC. GEC is seeking guidance from SEC as to whether this minor modification needs to go before the full MFS.</p> <p>9. CEE (TC) – No report.</p> <p>10. UHPA (TC) – No report.</p> <p>11. Budget Prioritization Metrics (aka Prioritization Indicators Committee, or PIC) (BS, CSI) – No report; Next meeting 2/09; Reviewing draft rubric which lacks quantification.</p> <p>12. Manoa Design Team (CSI) - Reviewed feedback from consultative bodies as well as individuals and groups; responses from UHPA and Senate remain outstanding; Provost Burno is arguing to allow additional time for the Senate response; Recommended some revisions to the Phase II reorganization such as Catalog and Scheduler to remain in OVCAA; Learning Assistance Center added; Removed incorrect reference to Senate in Study Abroad description; Meetings planned with groups requesting more information including Advising, Graduate Division/Enrollment Management, Title IX, and Student Housing.</p> <p>13. Campus Climate Committee (TN) - Confusion over vaccination and the university's role is causing anxiety; Discussed desired skills and knowledge for Mānoa CARES.</p>	<p>9. No action taken.</p> <p>10. No action taken.</p> <p>11. No action taken.</p> <p>12. Chair McKimmy will send an email clarifying the Study Abroad Advisory Council status in the Senate with Director S. Rai.</p> <p>13. No action taken.</p>
<b>Unfinished Business</b>	<p>Draft memo to VP Gouveia on an ad hoc bookstore committee.</p>	<p>1. The message was revised and will be transmitted by Chair McKimmy.</p>

<b>Business</b>	<ol style="list-style-type: none"> <li>1. CAB Resolution Calling for All Permanent Executive Managerial Positions to be Subject to an Open Recruitment, Search, and Hiring Process was discussed.</li> <li>2. VP Administration presentation: A presentation regarding book orders at the March Congress meeting was discussed.</li> <li>3. Resolution on Understanding Shared Governance: The draft was discussed and edited.</li> <li>4. February Senate Agenda: The draft agenda was reviewed. Splitting the Charter, Bylaws, and Rules of Order amendments into separate reading items was discussed and agreed upon to facilitate progress in the meeting.</li> <li>5. Draft 12/16 Senate Minutes: Review of the minutes was postponed.</li> </ol>	<ol style="list-style-type: none"> <li>1. Approved for 2/17 Senate agenda by acclamation.</li> <li>2. An invitation will be sent by Chair McKimmy to speak to the Congress at 4:30 PM .</li> <li>3. Vice Chair C. Irvine will draft a statement to circulate to committees for additional comment. Approved for February Senate meeting by acclamation.</li> <li>4. The agenda was approved by acclamation. B. Sipes will clarify with CAB who the presenters will be for the resolution and the amendment readings.</li> <li>5. Action deferred.</li> </ol>
<b>New Business</b>	<ol style="list-style-type: none"> <li>1. Proposed Amendments to the Charter: Proposed amendments were unanimously passed out of committee.</li> <li>2. Proposed Amendments to the Bylaws: Proposed amendments were unanimously passed out of committee.</li> <li>3. Proposed Amendments to the Rules of Order: Proposed amendments were unanimously passed out of committee.</li> <li>4. SEC Chair's BOR Testimony: Little to suggest for inclusion at this time. for the 2/18 meeting regarding MFS approved actions.</li> </ol>	<ol style="list-style-type: none"> <li>1. Approved for 2/17 Senate agenda by acclamation.</li> <li>2. Approved for 2/17 Senate agenda by acclamation.</li> <li>3. Approved for 2/17 Senate agenda by acclamation.</li> <li>4. May include resolutions on Executive Search and Shared Governance if they are passed at the Senate meeting.</li> </ol>

## MĀNOA FACULTY SENATE

<b>Adjournment</b>	The next regular meeting of the Senate Executive Committee will be on February 22, 2021.	Having no further business and hearing no objections, Vice Chair Sorensen Irvine adjourned the meeting at 4:27 PM.
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Respectfully submitted by Brent Sipes, SEC Secretary.

Approved unanimously on February 22, 2021.